

## Special Education Referral Packet Interventions Implemented **Prior to** Evaluation Planning

Student Name \_\_\_\_\_ School \_\_\_\_\_

Request for a special education evaluation was initiated by:  Parent  SIT

Does the student currently have a 504 plan?  Yes  No

Has the child been evaluated previously by special programs?  Yes  No

The following forms and documentation should be given to the school psychologist at the conclusion of the evaluation planning meeting, along with a copy of this form. The school should keep a copy for their records.

| In File | NA    |  |
|---------|-------|--|
| _____   | _____ | “Intake for Parent Request for Assistance”   |
| _____   | _____ | “Demographic, Medical, Developmental, and Educational History” <i>(only NA if parent did not respond to attempts to obtain / original can be updated if student has been evaluated previously)</i> |
| _____   | _____ | “Medical Report” <i>(only NA if child has no educationally relevant medical diagnoses or parent did not respond to attempts to obtain)</i>   |
| _____   | _____ | Private medical or psychological records shared by the parent  |
| _____   | _____ | “Vision, Hearing, and Speech-Language Screenings”  |
| _____   | _____ | “Letter of Permission for Screening” <i>(speech form)</i>  |
| _____   | _____ | “English Language Learner Worksheet”   |
| _____   | _____ | “Functional Behavior Assessment” and accompanying documentation  |
| _____   | _____ | “Behavior Intervention Plan”   |
| _____   | _____ | “Educational History / Focus of Concern”   |
| _____   | _____ | Documentation of interventions and results   |
| _____   | _____ | Results of any screening/diagnostic measures administered for intervention purposes  |
| _____   | _____ | Grades from all years  |
| _____   | _____ | Results of district-wide and state-wide assessments from all grades  |
| _____   | _____ | Discipline detail  |
| _____   | _____ | Attendance detail  |
| _____   | _____ | Class schedule   |
| _____   | _____ | Documentation of custody or guardianship   |
| _____   | _____ | Surrogate parent paperwork   |
| _____   | _____ | “Invitation to Evaluation Planning for Initial Referral” and response form OR IEP “Notification of Meeting”  |

*The following are completed during the evaluation planning meeting.*

|       |       |   |
|-------|-------|---|
| _____ | _____ | “Evaluation Plan and Prior Written Notice of Evaluation/Reevaluation”   |
| _____ | _____ | “Consent for Evaluation” <i>(only NA if parent was not present for meeting or obtaining consent will be delayed briefly due to an upcoming holiday)</i> |