

CHILDFIND PROCEDURE CHECKLIST PRESCHOOL

The Early Intervention program has a procedure that contains the following:

- Appropriate timelines.
- Provision of annual notification published or announced in newspapers, electronic media and other media, with circulation adequate to notify parents throughout the school district of child identification activities.
- Activities conducted to make parents and referral sources aware of the program.
- Child find materials developed by the Bureau of Early Intervention Services and Family Supports are used.
- Activities targeted to locate and identify all preschool children, including those who are:
 - Experiencing homelessness,
 - From migrant families,
 - Referred by Children, Youth and Families, including children in foster care and wards of the state,
 - Experiencing risk factors associated with learning or developmental complications,
 - Identifying preschool children with disabilities in the preschool catchment area and who are attending private schools,
 - Experiencing elevated blood lead levels.
- A procedure for children who are experiencing **homelessness** that includes the following:
 - Definition of a child experiencing homelessness according to the McKinney-Vento Act, reauthorized in 2002,
 - Providing outreach activities to Homeless Liaisons and other resources available,
 - Collaborative efforts with families, agencies serving family confronted with homelessness and with any other additional agencies to ensure that documentation issues do not delay participation in programs and service with proper consideration given to FERPA and HIPPA,
 - Local procedures for screening, evaluation and plan development for children who are experiencing homelessness.
- Procedures for children who have **elevated blood lead levels**, following OCDEL Announcement EI-22 #01 that includes the following:
 - Collaboration with pediatricians, primary care physicians, healthcare professionals and other professionals to ensure children suspected of exposure to lead are referred.
 - Maintain partnerships with the DOH Community Health Nurses to ensure that referrals of children impacted by lead are made to the EI program.
 - Children who are referred for suspected exposure to lead are potentially eligible for EI services and are offered a developmental screening and/or a developmental evaluation to determine if they are eligible for Early Intervention services.
- Ensuring staff are trained on new or updated procedures. *

- Effective date of the procedure.

*This item does not necessarily need to be found in every procedure; however, there must be at least one statement that indicates how training is provided on new or updated procedures.

REFERENCES:

IDEA 34 CFR §300.45; §300.311

Title 22 PA Code §14.121 and 152

EI ANNOUNCEMENT: 22-#01

OCDEL ANNOUNCEMENT: 13-#01

McKinney-Vento Homeless Assistance Act, reauthorized by Title X, Part C, of the No Child Left Behind Act.