

EVALUATION FOR ELIGIBILITY PROCEDURE CHECKLIST
Infant Toddler

The Early Intervention program has evaluation and assessment procedures that include the following:

- Use of nondiscriminatory language.
- Conducting the evaluation in the child's native language unless clearly not feasible.
- Conducting the family assessment in the native language of the family unless clearly not feasible.
- Family assessment is voluntary.
- Use of personnel independent of the provision of services for initial evaluation or a having waiver in place.
- Use of qualified personnel for evaluations and family assessment.
- Obtaining parental consent for initial and annual evaluations.
- Use of diagnostic instruments and standard tests for the purpose and population for which they are valid and reliable.
- Gathering both family and child assessment information.
- Reviewing current medical records, educational and other records.
- Ensuring timely evaluation and eligibility determinations.
- Defining eligibility criteria per Announcement: EI 13-08.
- Ensuring appropriate eligibility determinations for the Early Intervention program.
- Ensuring prior written notice is provided to the parent when the child is not 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 §303.321-322; §303.421
Title 55 PA Code §4226.61; §4226.62 and §4226.95
EI ANNOUNCEMENT: 12 #01; 13 #08