



Physician to Preschool Program Notification Process Process Chart Legend and Notes

BACKGROUND INFORMATION

- The American Academy of Pediatrics (AAP) recommends that all children be screened for Autism at age 18 months and again at age 2, even if there are no signs of developmental delay. When a positive response is obtained, follow-up action should include:
 - Request for simultaneous evaluation for hearing, autism and consideration for special education.
 - Potential referral to a developmental and behavioral pediatrician, geneticist or neurologist for assistance with an etiologic workup and/or a search for coexisting conditions if indicated.
- According to North Carolina *Policies Governing Services for Children with Disabilities* (Policies), the following is in effect for the initial evaluation process for children ages 3 through 21:
 - Within 30 days of written receipt of physician notification of concerns, the LEA must issue a written response to the child's parents (NC 1501-2.9(d)).
 - Each school system (LEA) must conduct a full and individual initial evaluation in accordance with NC 1503-2.4 through NC 1503-2.7 before the initial provision of special education and related services can be provided (NC 1503-2.2(a)).
 - Either the parent of a child or an LEA may initiate a request for an initial evaluation to determine if the child is a child with a disability. Upon an oral request for an initial evaluation from a parent, the LEA shall provide assistance, as needed, in completing a written referral (NC 1503-2.2 (b)); and
 - The initial evaluation process must be conducted; eligibility determined; and for an eligible child, the IEP developed; and placement within 90 days of receipt of a written referral (NC 1503-2.2 (c)(2)).

ACTION STEPS FOR CHILDREN 3 THROUGH 5 YEARS

- When Primary Care Practices identify developmental concerns, the Exceptional Children Preschool Program requests that the following information be sent to the school system:
 - **Completed** *Physician Notification and Parental Release of confidential Information Form* and a two way release of information form from the physician;
 - All screening information available.
- The Primary Care Physician should:
 - Facilitate communication among the primary care practice, other entities conducting diagnostic assessments and the school.
 - Share available resources with the parent, school system, and other community partners
 - Follow enclosed Flow Chart, as appropriate.
- The LEA should complete the Medical Home Feedback Form (with parental consent for release of information) and transmit to the physician upon completion of the process, as noted on the Flow Chart.