Initial Evaluation and Eligibility Flowchart

A written or verbal request for an initial comprehensive evaluation is made by the parent, a public agency, the teacher support team (TST), or other individuals knowledgeable about the child. Within fourteen (14) days, a Multidisciplinary Evaluation Team (MET) convenes to consider the request and reviews existing data to determine the need for conducting a comprehensive evaluation. The MET determines a comprehensive The MET determines a comprehensive evaluation is required. Within seven (7) evaluation is not required. Within seven (7) days Prior Written Notice, Informed days Prior Written Notice with a justification Parent Consent, and Procedural for not conducting an evaluation and Procedural Safeguards are given to parer Safeguards are given to parents. Parent consents Parent refuses to OPTIONAL: The public agency may choose to a consent to a to use mediation or due process procedures comprehensive comprehensive to conduct a comprehensive evaluation. evaluation. evaluation. Within sixty (60) days, the comprehensive evaluation is conducted by qualified personnel. An eligibility determination meeting is scheduled within fourteen (14) days of completion of the evaluation report. Notification of the meeting and a copy of the evaluation report are sent to the parent at least seven (7) days before the eligibility determination meeting. The eligibility determination meeting is held, and the evaluation is reviewed. The MET determines if the child qualifies as a child with a disability who requires special education and/or related services as defined by State Board of Education Policy 7219. The child is determined to be eligible for special The child is not eligible for special education and related services. The IEP Committee education and related services. A convenes, within thirty (30) days, to develop an Prior Written Notice with a initial Individualized Education Program (IEP). justification is given to the par

See FAPE, IEP, LRE, ESY

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