

South East SELPA

CHECKLIST FOR A REFERRAL TO THE PROGRAM FOR STUDENTS WITH VISUAL IMPAIRMENTS

To refer a student for evaluation for vision services, please follow these steps:

- Complete the "Referral for Deaf and Hard of Hearing Services" form
- Print the "Authorization for Exchange of Student Health and Educational Information" form.
- Have the student's parents complete and sign that form with the following information:
 - Audiologist's name, address and telephone number
 - Authorization for the audiologist to release information to:
DHOH Teacher
South East SELPA Program
3434 Marten Avenue, San Jose, CA 95148
Fax: 408-532-9311
- Attach any available medical reports
- Attach the audiologist report, completed within the past year
- Attach any available IEPs
- Send all information to:
Michele Villarreal
Program Administrator
South East SELPA
3434 Marten Avenue
San Jose, CA 95148

You can also fax the referral to 408-532-9311 or email the referral to mvillarreal@mpesd.org

After reviewing the information, the DHOH Teacher will contact the referring party. The DHOH Teacher will verify the student has a hearing impairment. To be eligible for special education a pupil must have a hearing impairment that adversely affects his or her educational performance.

**South East SELPA
Program for Students with Hearing Impairments
REFERRAL FOR DEAF AND HARD OF HEARING (DHOH) SERVICES**

Child's Name:

Date of Birth:

Age:

Grade:

Address:

Father/Guardian:

His Phone Numbers:

His Email:

Mother/Guardian:

Her Phone Numbers:

Her Email:

Teacher:

Teacher's email:

Referring party:

Referring party's email:

District:

School:

Address:

Telephone:

Fax:

Does the Student Wear hearing aids or any other assistive listening devices?

Student's Audiologist:

Address:

Telephone:

Fax:

Please describe:

- 1. The reason for referral, including specific observations:**

- 2. Student's educational performance:**

- 3. Student's classroom behavior:**

- 4. Student's strengths:**

Referring Party:

Name	Title	Signature	Date
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Principal/Prog Sp/Dir:

Name	Title	Signature	Date
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SANTA CLARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA
HIPAA PRIVACY AUTHORIZATION FOR
RELEASE OF MEDICAL/EDUCATIONAL INFORMATION FOR STUDENTS

Student Name _____

Medical Record Number/ID Number _____ DOB ____/____/____

Address _____ City _____

State _____ Zip _____ Telephone _____

PERSON/ORGANIZATION INFORMATION WILL BE REQUESTED FROM:	PERSON/ORGANIZATION INFORMATION WILL BE SENT AND/OR DISCLOSED TO:
District:	District:
Name:	Name:
Address:	Address:
City/State/Zip	City/State/Zip:
Telephone: Fax:	Telephone: Fax:

**Check box to specify information requested and to be released:
(Parent/Guardian to initial)**

- | | |
|---|--|
| <input type="checkbox"/> Psycho-educational evaluations/records
<input type="checkbox"/> Speech & Language records
<input type="checkbox"/> Mental health records
<input type="checkbox"/> Cumulative/Educational File
<input type="checkbox"/> Medical records pertaining to _____
<input type="checkbox"/> Other records (Specify) _____ | <input type="checkbox"/> Health & Developmental
<input type="checkbox"/> Vision evaluations
<input type="checkbox"/> Hearing/Audiological evaluation
<input type="checkbox"/> Birth records |
|---|--|

DESCRIPTION OF EACH PURPOSE FOR THE USE OF RELEASE OF THE INFORMATION
<p>The person and/or organization who receives the information authorized on this form may only use it for the following educational purposes:</p> <input type="checkbox"/> Eligibility <input type="checkbox"/> Educational Planning <input type="checkbox"/> Health Services <input type="checkbox"/> Transition <input type="checkbox"/> Other: Specify _____

SANTA CLARA COUNTY
SPECIAL EDUCATION LOCAL PLAN AREA
HIPAA PRIVACY AUTHORIZATION FOR
RELEASE OF MEDICAL/EDUCATIONAL INFORMATION FOR STUDENTS

This authorization shall become effective immediately and shall remain in effect for one year from the date of signature unless a different date is specified here: _____ (date)

I understand that the District and/or Representative shall have full authority to request and receive information in regards to my child as stated above and within the effective timeline. I understand that I have the right to revoke this authorization, in writing, at any time by sending such written notification to the school district representative requesting the information. Written revocation will be effective upon receipt, but will not apply to information that has already been released in response to this authorization.

I understand that health information used or disclosed pertaining to this authorization may be subject to re-disclosure by the receiving agency and that the information requested may no longer be protected by federal laws and regulations regarding the privacy of protected health information. I further understand the confidentiality of the information when released to a public educational agency is protected as a student record under the Family Educational Rights and Privacy Act (FERPA).

I understand that authorizing the disclosure of health information is voluntary. I can refuse to sign this authorization. I do not need to sign this form in order to assure medical treatment, except under specific circumstance in the case of the request for physician orders, in accordance with *Education Code Section 49423.5* to provide specialized physical health care services and/or care to students with health conditions (for example: asthma, diabetes, epi-pen, gastrostomy feeding, medications, etc.) during school hours.

I consent to the release of the information indicated above and acknowledge that I have received a copy of this release; **A copy of this authorization is considered valid.**

Parent* Signature

Date

* "Parent" may refer to any person having legal custody of the child (eg:: biological, adoptive, or foster parents); any adult student without a guardian or conservator; a person acting as the child's parent if neither the parent nor guardian can be notified of the educational actions under consideration; or an appointed surrogate parent. "Parent" does not include a nonpublic, nonsectarian school or agency under contract with LEA. [EdCode 56028]