Bristol Bay Region School Districts Referral Process

Referral Received.
(from ILP, Head Start, parent, other community member, child find, etc.)

Assignment. Referral reviewed by special education director and assigns to appropriate teacher or specialist. If referral from ILP, assigned person will attend transition conference meeting hosted by ILP.

Developmental Screening. Referrals that lack clarity and supporting documentation may be assigned to SPED teacher or itinerant staff (SLP, School Psych., OT or PT) for developmental screening. Parent Permission to conduct screening is required.

Itinerant Staff Evaluation. Referrals that are narrow in scope may be assigned to the appropriate Itinerant Staff for formal eligibility evaluation.

Referrals that include recent developmental evaluation information (within 6 months) and indicate significant developmental delay may not need further evaluation and may go directly to the ESER meeting.

Screening indicates no formal evaluation is necessary. Screener reviews results with parent and completes brief report.

Screening indicates formal evaluation is necessary. Screener reviews results with parent, completes brief report. Referral reassigned to diagnostic staff for sped. eligibility determination.

Evaluation Team formed
Parent Contacted.
Procedural Safeguards explained.
Consent for Evaluation form signed by parent.
May coordinate evaluation with ILP staff.

Evaluations Conducted

Evaluation Summary and Eligibility Review (ESER) meeting held to review test results and determine special education eligibility. Invite Head Start and ILP staff as appropriate. IEP may be developed at same meeting.

Student is eligible in one of 14 categories.

- Autism
- Deafness
- Deaf-Blindness
- Early Childhood Developmental Delay
- Emotional Disturbance
- Hearing Impairment
- Learning Disability
- Cognitive Impairment
- Multiple Disabilities
- Orthopedic Impairment
- Other Health Impairment
- Speech or Language Impairment
- Traumatic Brain Injury
- Visual Impairment

Student is not eligible. Special Education paperwork completed.

Provide consultation to parent and referral source.

IEP Prepared.
Program placement option determined.
Consent for Initial Placement form signed by parent.
ILP shares exit outcomes with SD for their entry outcomes.