

BRUSH COUNTRY CO-OP

Procedures for Requesting Evaluation by Co-op Diagnostician

Request should be submitted to Brush Country Co-op Four Weeks prior to date needed

When unforeseen time restraints or other unique circumstances cause possible compliance problems for meeting FIE Timelines, the Brush Country Co-op (BCC) offers services of the Co-op Diagnostician to assess for the District Diagnostician. Prior to receiving testing assistance from the Co-op Diagnostician, the District Diagnostician must submit a justification for the request, and a copy of their ARD/FIE schedule.

For Initial Evaluation:

District Diagnostician receives a Special Education referral from general education (student is not responding to standard educational approach even with interventions).

District Diagnostician secures parent consent for special education evaluation.

District Diagnostician completes the Request for Evaluation by Co-op Diagnostician justifying the reason for needing the Co-op Diagnostician assistance, attaches the following documentation:

- Signed *Consent for Evaluation*
- Signed *Consent: Psychological Evaluation/Services* (if applicable)
- Completed Referral Packet
- District Diagnostician's current ARD and Testing Schedule

and submits to the BCC Director four weeks prior to FIE due date.

When Request is approved, Co-op Diagnostician will complete formal testing as recommended, write the FIE with Disability Report, and send the report to the District Diagnostician.

District Diagnostician conducts ARD to review FIE/Disability report.

For Reevaluation:

District Diagnostician collects evidence of student's response to the Special Education interventions/modifications being provided.

ARD Committee completes the REED documenting areas needing additional assessment.

Diagnostician secures parent consent for reevaluation.

District Diagnostician completes the Request for Evaluation by Co-op Diagnostician with the justification for Request, attaches the following documentation:

- Signed *Consent for Evaluation*
- Signed *Consent: Psychological Evaluation/Services* (if applicable)
- Completed REED/ARD Minutes
- District Diagnostician's current ARD and Testing Schedule

and submits to the BCC Director four weeks prior to FIE due date.

When Request is approved, Co-op Diagnostician will complete formal testing as recommended, write the FIE with Disability Report, and send the report to the District Diagnostician.

District Diagnostician conducts ARD to review FIE/Disability report.