



NORTH LOS ANGELES COUNTY REGIONAL CENTER

Parents Rights and Responsibilities in the Early Start Program

Initial and Annual Notice

EVALUATION AND INITIAL ASSESSMENT

Eligibility for the Early Start Program is determined by a review of pertinent records, information obtained from parental observation and report, and an evaluation administered by qualified personnel. If your child is determined to be eligible, you have the right to appropriate early intervention services. You have the right to provide information throughout the process and are encouraged to make decisions about your child's early intervention services. Procedural safeguards make certain that children and their parents or guardians are provided their rights under the law.

As a parent or guardian, you have the right to:

1. Be given the opportunity to begin the evaluation and initial assessment process.
2. Within 45 days after the referral of your child to a Regional Center or a local education agency, the evaluation and assessment activities must be completed and an Individual Family Service Plan (IFSP) meeting must take place to develop the IFSP.
3. Review the procedures and tests used in the assessment and evaluation.
4. Provide written permission before any evaluations or assessments are administered and refuse any evaluations, assessments and early intervention services.

5. Be fully informed of the results of evaluations and assessments.
6. Have access to records, including the right to examine and obtain copies of records relating to your child, and the right to request an amendment of records of any participating agency relation to your child.
7. Have an advocate assist you in dealing with the early intervention system, including Regional Center and local education agencies.
8. Obtain independent assessments and evaluations.
9. Have personally identifiable information maintained in a confidential manner.
10. Request a due process hearing to challenge the findings of any evaluations or assessments.
11. Attend a meeting to develop an IFSP within 45 days from referral.

Evaluation means the procedures used by appropriate, qualified personnel to determine your child's initial and continuing eligibility for early intervention services under the Early Start Program. These procedures require that:

1. Evaluation and assessment materials are administered in the native language of a child's parent/family or other mode of communication, unless it is clearly not feasible to do so.
2. Evaluation and assessment procedures and materials

are selected and administered so as not to be discriminatory by race, sex, culture, or disabling condition.

3. Evaluation and assessment materials shall be appropriate for the specific purposes for which they are being used.
4. Evaluations and assessments are conducted by qualified personnel.
5. Evaluations or assessments administered to individuals with known visual, hearing, or communication impairments shall be selected to accurately reflect the individual's aptitude or achievement level, whichever factor is the subject of measurement.
6. Evaluation and assessment materials shall be designed to assess the specific areas of development and/or educational needs and not be designed to provide solely intelligence quotient measurement.
7. Assessments and evaluations are administered in the five developmental areas, including, where appropriate, health and development, vision, hearing, motor abilities, language functions, and social and emotional status.



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PARENTS RIGHTS AND RESPONSIBILITIES (CONTINUED)

INDIVIDUALIZED FAMILY SERVICE PLAN (IFSP)

If your child is determined to be eligible for early intervention, a meeting to develop your IFSP must take place within 45 days of your referral to a Regional Center or a local education agency. You have the following rights in developing and implementing the IFSP.

The right to:

1. Attend the meeting and participate in determining eligibility and developing the IFSP.
2. Request the attendance of other family members.
3. Request the attendance and participation of an advocate at the IFSP meeting.
4. Have the contents of the IFSP fully explained in your native language.
5. Give specific consent to each service listed on the IFSP. If you do not give consent to a service, it will not be provided. You may withdraw consent after initially receiving a service.
6. Provide concurrence to an assessment of your resources, priorities, and concerns regarding enhancing the development of your child.
7. Be notified in your native language and in advance, before an agency or service provider proposes or refuses to initiate or change the identification, evaluation, assessment, or educational placement of your child, or the provision of appropriate early intervention services to your child or your family.

8. Consent to the transmission of information about your child to the local education agency during transition to services under Part B of IDEA.

ADMINISTRATIVE PROCEEDINGS

Parents may file written complaints regarding evaluation, assessment, placement, or service provision issues described above. Any parents involved in an administrative resolution of a complaint have the right to:

1. Be accompanied and advised by counsel and by individuals with special training with respect to early intervention services for children under age three.
2. Present evidence and confront, cross-examine, and compel the attendance of witnesses.
3. Prohibit the introduction of any evidence at the proceeding that has not been disclosed to you at least five days before the proceeding begins.
4. Obtain a written or electronic verbatim transcription of the proceeding.
5. Obtain written findings of facts and decisions within 30 days from the date the complaint is filed.
6. Have all personally identifiable information maintained in a confidential manner.
7. Require that the proceeding is carried out at a time and in a location which is reasonably convenient for you.
8. Bring civil action upon the other party in the complaint following completion of the proceedings.

EARLY START COMPLAINTS

If a Regional Center, local education agency or private service provider violates a federal or state law or regulation governing the provision of early intervention services, you have the right to file a complaint directly to the Department of Developmental Services at the following address:

DEPARTMENT OF DEVELOPMENTAL SERVICES

Office of Human Rights
Attention: Early Start Complaint Unit
1600 9th Street, Room 240, MS2-15
Sacramento, California 95814

The complaint should be in writing and include the following information:

- Name, address, and phone number of the complainant
- A statement that a Regional Center, local education agency or service provider has violated a federal or state law governing the provision of early intervention services
- A statement of facts upon which the allegation is based
- The allegedly responsible party
- A description of the voluntary steps taken at a local level to resolve the complaint, if any

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