

Policy:

Service Coordination Services

Date Effective:

Approved: July 1, 2019

Updated: NA

Federal Authority:

Title 34 of the U.S. Code of Federal Regulations, Vol. II, Chapter III, Parts 300-399:

§§ 303.13(b)(11); 303.34(a)-(c); 303.114; 303.124, 303.343(a)(1)(iv); 303.344(g)(1)-(2); 303.345(b)(1).

Title 20 of the U.S. Code of Law, Chapter 33. §§1400-1499:

§§ 1416, 1418(a)-(c), 1432(4), 1435(a)(4), 1435(a)(10)(B), 1435(a)(14), 1435(a)(16), 1436, 1437(a)(9)–(10), 1440, 1442.

All children eligible for IDEA/Part C will be assigned a Service Coordinator. For eligible children with established risk conditions **or** documentation of significant delays in development, Service Coordinators are provided by early intervention providers qualified by the South Carolina Department of Disabilities and Special Needs (SCDDSN). For children who have vision or hearing impairments, The South Carolina School for the Deaf and the Blind (SCSDB) provides Service Coordinators.

The Service Coordinator is responsible for:

- Coordinating evaluations, assessments of the family, and assessments of the child.
- Facilitating and participating in the development, review, and evaluation of IFSPs.
- Assisting parents of infants and toddlers with disabilities in obtaining access to needed Early Intervention Services (EIS) and other services identified in the IFSP, including making referrals to providers for needed EIS and other services and scheduling appointments for infants and toddlers with disabilities and their families.
- Coordinating the provision of EIS and other services (such as educational, social, and medical services that are not provided for diagnostic or evaluative purposes) that the child needs or is being provided.
- Conducting referral and other activities to assist families in identifying available EIS providers.
- Coordinating, facilitating, and monitoring the delivery of EIS required under IDEA/Part C to ensure that the EIS are provided in a timely manner.
- Conducting follow-up activities to determine that appropriate EIS are being provided.
- Informing families of their rights and protections under IDEA/Part C.
- Ensuring all procedural safeguards are met.
- Coordinating funding for EIS and other services across all sources.
- Facilitating the development of a transition plan to preschool, school, or, if appropriate, to other services.
- For all activities in this policy, submitting all service coordination documentation and data in an accurate and timely manner.