

Late Referrals to Part C: B-3 and LEA Roles

90 days before 3 rd birthday	45 days before 3 rd birthday	3 rd birthday
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Child is referred to B-3 more than 45 days but less than 90 days prior to the 3rd birthday

Birth -3:

- Provide parents with information on the B-3 and LEA processes for determining eligibility.
- If parent gives consent for B-3 evaluation, conduct evaluation, assessments, determine eligibility, and develop initial IFSP with transition steps.
- If eligible and receiving any service(s), the child is considered served by Part C. Completes transition process to LEA (unless parent opts out):
 - Determine if child is potentially eligible for Part B.
 - Provide LEA notification: 1) for all children who will shortly reach age three; and 2) for children who are potentially eligible as soon as possible.
 - Transition Planning Conference **NOT** required.
 - Obtain parental consent to share additional information (evaluation IFSP, area of concern) with LEA.

LEA:

- Provide procedural safeguards notice to parents upon initial referral to LEA.
- Review existing evaluation data on the child, including B-3 evaluation, if available.
- Provide prior written notice and obtain parental consent for initial evaluation.
- Conduct initial evaluation within 60 days of parental consent and determine eligibility by 3rd birthday.
- Inform parent that with their request, B-3 coordinator or Part C representative and others with knowledge or special expertise about the child must be invited to initial IEP meeting. Invite B-3 and others with knowledge if requested and written consent provided.
- Develop IEP, obtain parental consent for services and implement IEP by 3rd birthday.

Child is referred to B-3 less than 45 days prior to the 3rd birthday

Birth - 3:

- Provide parents with information on the LEA programs.
- Assist individuals to make their own referral directly to the LEA.
- Child not considered served by Birth to 3.
 - LEA notification- shortly reach 3, LEA notification- REFERRAL and Transition Planning Conference **NOT** required.

LEA:

- Provide procedural safeguards notice to parents upon initial referral to LEA.
- Review existing evaluation data on the child, if available.
- Provide prior written notice and obtain parental consent for initial evaluation.
- Conduct initial evaluation within 60 days of parental consent and determine eligibility by 3rd birthday.
- Inform parent that with their request, others with knowledge or special expertise about the child must be invited to initial IEP meeting. Invite others with knowledge if requested and written consent provided.
- Develop IEP within 30 days of eligibility determination (or sooner if 30 days expires after 3rd birthday), obtain parental consent for services and implement IEP by 3rd birthday.