

# Service Coordination Services under Part C of IDEA

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| 303.34          | <b>Service Coordination</b>  |
| <b>General</b>  | <p>(1) As used in this part, service coordination services mean services provided by a service coordinator to assist and enable an infant or toddler with a disability and the child's family to receive the services and rights, including procedural safeguards, required under this part.</p> <p>(2) Each infant or toddler with a disability and the child's family must be provided with one service coordinator who is responsible for-</p> <ol style="list-style-type: none"> <li>1. Coordinating all services required under this part across agency lines; and</li> <li>2 . Serving as the single point of contact for carrying out the activities described in paragraphs (a)(3) and (b) of this section.</li> </ol> <p>(3) Service coordination is an active, ongoing process that involves-</p> <ol style="list-style-type: none"> <li>1. Assisting parents of infants and toddlers with disabilities in gaining access to, and coordinating the provision of, the early intervention services required under this part; and</li> <li>2. Coordinating the other services identified in the IFSP under § 303.344(e) that are needed by, or are being provided to, the infant or toddler with a disability and that child's family.</li> </ol> |
| <b>Specific</b> | <b>Service Coordination Services include:</b>  |
| <b>1</b>        | Assisting parents of infants and toddlers with disabilities in obtaining access to needed early intervention services and other services identified in the IFSP, including making referrals to providers for needed services and scheduling appointments for infants and toddlers with disabilities and their families;  |
| <b>2</b>        | Coordinating the provision of early intervention services 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;  |
| <b>3</b>        | Coordinating evaluations and assessments;  |
| <b>4</b>        | Facilitating and participating in the development, review, and evaluation of IFSPs;  |
| <b>5</b>        | Conducting referral and other activities to assist families in identifying available EIS providers;  |
| <b>6</b>        | Coordinating, facilitating, and monitoring the delivery of services required under this part to ensure that the services are provided in a timely manner;  |
| <b>7</b>        | Conducting follow-up activities to determine that appropriate Part C services are being provided;  |
| <b>8</b>        | Informing families of their rights and procedural safeguards, as set forth in subpart E of this part and related resources;  |
| <b>9</b>        | Coordinating the funding sources for services required under this part; and  |
| <b>10</b>       | Facilitating the development of a transition plan to preschool, school, or, if appropriate, to other services.   |