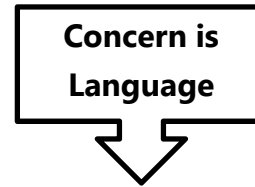
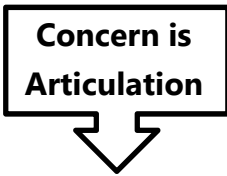




# Speech and Language Referral Process

Parent, Teacher, Instructional Management Team (IMT) or Child Study (CS) Team has concern regarding a student's speech and language.



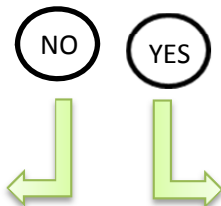
- Teacher, IMT or Child study team complete **Speech & Language Screening(SLS) Request Form**
- Requesting staff must obtain verbal parent permission and submit SLS Request Form electronically to Speech & Language Pathologist (SLP)
- SLP to complete screen and report results on SLS Screen Form within 6 weeks of request
- K-1<sup>st</sup> - SLS Screen form with recommendations to be given to requesting staff and copy of form placed in RTI classroom log book
- 2<sup>nd</sup>-5<sup>th</sup> - Screen form with recommendations to be submitted to Teacher, CS Coordinator, Elem Special Ed Supervisor and Special Ed. Secretary (SES)

- K-1<sup>st</sup> – RTI Oral Language screen**
- CS team to review RTI Oral Language screen notes from RTI log notebook to plan interventions
  - If RTI Oral Language Screen has not been completed, CS coordinator to request from SLP
  - SLP to complete screen within 6 weeks and document findings on RTI Oral Language form
  - SLP to review results with Teacher and place form in RTI classroom log book
- 2<sup>nd</sup>-5<sup>th</sup>– Speech & Language Screening Request Form**
- A child study meeting **MUST** be held before a language screen can be completed
  - CS Coordinator will obtain parent permission and complete **Speech & Language Screening Request Form**. Copy to be placed in CS file and original sent electronically to SLP
  - SLP to complete screen and report results on Screen form within 6 weeks of request.
  - Screen form with recommendations to be submitted to Teacher, CS Coordinator and Elem Special Ed Supervisor and Special Ed. Secretary (SES)



**SLP recommends further evaluation?**

No further SLP action needed.



1. SLP to request REED from Elementary Sup. and copy SES to inform of date & method of evaluation parent permission.
2. Elem Sup to develop REED, sign and submit completed REED to SLP.
3. SLP to obtain additional REED signatures and submit to Special Education Secretary for processing.
4. 30 days begins on date of permission; verbal or written.