

COMMUNITY PROGRAMS
Educational Partnerships Itinerant Services
Request For Services 2019 - 2020

Student with Vision Impairment, Blindness, or Deafblindness

Student Name: _____ **D.O.B:** _____ **Sex:** F M

Student's Visual Diagnosis: _____ **Grade** _____

School District: _____ **Date of Request:** _____

School Name: _____

School Address: _____

Team Chairperson / Name: _____

Title: _____ **Phone:** _____

Email: _____

Parent/Guardian Information: Name/s: _____

Home Address: _____

Home Phone: _____ **Work Phone:** _____ **Cell:** _____

Email: _____

Preferred Start Date: _____

NOTE: THIS FORM IS NOT A CONTRACT.

**We will send a Contract for Services once we receive the necessary paperwork.
Please follow these steps:**

1. Indicate below (Page 2) the **type of service** you are requesting
2. Have this form **signed** by your Director of Special Education
3. Return this **completed form**, with **current IEP**, **most recent eye report**, and **related records**, to:

Teri Turgeon, Education Director
Community Programs

Perkins School for the Blind
175 North Beacon Street
Watertown, MA 02472

T: (617) 972-7331
F: 617-972-7231
E-mail: Teri.Turgeon@Perkins.org

ALL we see is possibility!

TYPE OF SERVICE REQUESTED

A. EVALUATIONS:

Note: Evaluation Contracts will be written for “Up to 15 hours”, so that an adequate number of hours are allocated to complete the evaluation within the required time frame. **If all 15 hours are not required to complete the evaluation, only the hours used will be billed.**

Please place a check next to the requested evaluation. Indicate its due date for completion (or indicate the 30 day mark from consent).

- Evaluation by a Certified Teacher of the Visually Impaired (TVI) – Due Date:
- Evaluation by a Deafblind Specialist – Due Date:
- Evaluation by a Certified Orientation and Mobility Specialist (COMS) – Due Date:
- Evaluation by an Assistive Technology Specialist (AT) – Due Date:
- Student Program Evaluation

B. DIRECT OR CONSULTATIVE SERVICES – Please check the type of service you are requesting and fill in the amount of service you are requesting. Verify the frequency of service requested by circling the delivery increment, i.e.; “day”, “week”, or “month”.

- Teacher of the Visually Impaired (TVI):**
Direct services ____ hours or minutes per day, week, month, etc.
Consultation: ____ hours or minutes per day, week, month, etc.
- Teacher of Students with Deafblindness (TDB):**
Direct services ____ hours or minutes per day, week, month, etc.
Consultation: ____ hours or minutes per day, week, month, etc.
- Certified Orientation and Mobility Specialist (COMS):**
Direct services ____ hours or minutes per day, week, month, etc.
Consultation: ____ hours or minutes per day, week, month, etc.
- Assistive Technology Training (AT):**
Direct services ____ hours or minutes per day, week, month, etc.
Consultation: ____ hours or minutes per day, week, month, etc.

Signature, Director of Special Education

Date:

Phone: _____

E-mail: _____

Address: _____

Community Programs/Educational Partnerships Services Rates

2019-2020

Combined Service Rates (Inclusive of standard travel and standard preparation):

Teacher of Students with Visual Impairment	\$132.00 per hour
Orientation and Mobility Specialist	\$132.00 per hour
Deafblind Specialist	\$132.00 per hour
Assistive Technology Training:	\$132.00 per hour

Additional information related to billing, student absences, progress/annual reports and attendance at IEP meetings are outlined in the Perkins contract.

*Consultation Activities in Support of Instruction (CASI): Unless specified otherwise in this contract, for each hour of service, CASI will be billed at an additional **15 minutes** of time billed, per hour in 15 min increments. CASI is defined as time spent on a broad range of consultative activities associated with supporting students, including but not limited to Braille preparation, assistive adaptations or other exceptional low vision modifications and accommodations.*

Evaluation Services:

Initial Assessments and Reevaluations:	\$132.00 per hour (up to 15 hours)
Assistive Evaluation Evaluation:	\$132.00 per hour (up to 15 hours) within New England
Program Evaluations by Senior Staff:	\$163.00 per hour (up to 15 hours)

Professional Development and In-Service Training:

On-site presentation:	\$132.00 per hour
Preparation Costs:	\$132.00 per hour. Each 1.5 hours of presentation will include billing for one hour of preparation. Presentations of one hour will incur a minimum preparation fee of one hour.

Travel Costs: If travel time is **one hour or more**, a full hourly rate will be billed one way and prorated for the time above the hour in increments of 15 minutes. Travel time under one hour will not be charged.

Benefits of Collaborating with Perkins Community Programs

To assure and maintain high quality services, Community Programs/Educational Partnerships will also provide:

- Access to expertise in the specialized areas of the Expanded Core Curriculum for students with blindness and visual impairments, including those with additional disabilities and/or deafblindness. The Expanded Core Curriculum includes areas of assessment mandated in IDEA 2004, which addresses the unique needs of students with blindness, visual impairment, and deafblindness.
- Direct and consultative services from certified teachers of students with visual impairments (TVI), certified orientation and mobility specialists (COMS), teachers with specialization in deafblindness (TDB), and teachers with specialization in Assistive Technology (AT).
- Ongoing professional development provided to our staff to assure the highest qualifications to serve your students.
- Administrative and supervisory support to our teachers in the form of direct supervision, mentorship, employee benefits, secretarial services, access to braille and large print resources, training, technology support, and the opportunity to review curriculum materials before making purchases for students.
- Assistance and collaboration around administration of MCAS or MCAS/alt, district, and other psych-educational and developmental assessments.
- Access to in-service programs for your special educators, classroom teachers, parents and professionals.
- Access to the Perkins Assistive Device Center, which designs and builds specialized adaptive equipment.
- Access to additional Perkins resources, such as the Low Vision Clinic, the Perkins Training center, Outreach Services and the Braille and Talking Book Library.

For more information on all programs and services, contact:



Teri Turgen

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