

Michigan Special Education One Pager: Child Find

Component	District Practices
Public Awareness	<p>All public agencies that provide education to children have a federal obligation to identify, locate, and evaluate all children who are suspected to have a disability.</p> <p>School districts must regularly—at least once every school year—inform teachers, parents, non-public schools, and the local community about evaluation and special education services available at no cost to parents and about how to access the services.</p>
Referral (ages birth to 3)	<p>School districts and service areas must accept referrals from any source. A referral must be submitted within seven calendar days of identifying that a child has a potential need for services. A referral starts the 45 day timeline for completion of an evaluation and an Individualized Family Service Plan (IFSP). A referral is NOT used for a student aged 3 through 25. See <i>Written Request for Initial Evaluation</i>.</p>
Written Request for Initial Evaluation (ages 3 through 25)	<p>When a written request for an evaluation is received, the district must provide notice and request parental consent. Parental consent must be obtained before initiating the evaluation process. Only a parent or a school district is permitted to request an initial evaluation.</p>
Notice	<p>Before a district evaluates a child, the district must give written information to the parent to inform them about the evaluation and request written signed consent from the parent. The written information given to the parent is called a “notice.” This notice must meet all the requirements of the <i>Individuals with Disabilities Education Act</i> (IDEA) and the <i>Michigan Administrative Rules for Special Education</i> (MARSE).</p>
Consent to Evaluate	<p>The district must have written and signed parental consent before the district is permitted to evaluate a child.</p> <p><i>Under no circumstances is a district allowed to evaluate a child suspected of having a disability without permission in the form of written, signed consent from the child’s parent.</i></p>
Evaluation	<p>For every child for whom the district receives written signed parental consent to evaluate, the district will complete an evaluation following all the requirements in the IDEA and the MARSE.</p> <p>(NOTE—the evaluations conducted for Child Find are commonly referred to as Initial Evaluations. See Michigan One Pager (MOP) “Timeline for Initials” for more specific information.)</p>

Child Find activities are undertaken for children who are suspected of having a disability and who may need special education services. The *Individuals with Disabilities Education Act* (IDEA) states: “The State must have in effect policies and procedures to ensure that—All children with disabilities residing in the State, including children with disabilities who are homeless children or are wards of the State, and children with disabilities attending private schools, regardless of the severity of their disability, and who are in need of special education and related services, are identified, located, and evaluated.” § 34 CFR 300.111(a)(1)

Child Find systems must also include students who are advancing from grade to grade, those who are highly mobile, and those enrolled by their parents in non-public schools.

These special education policies are required under the *Individuals with Disabilities Education Act* (IDEA) and the *Michigan Administrative Rules for Special Education* (MARSE).

This document is produced by the Michigan Department of Education. To learn more, visit www.michigan.gov/ose-eis and select Annual Performance Report/State Performance Plan under the Special Education tab. For an overview of the State Performance Plan Child Find Indicator 11, visit www.cenmi.org and select Special Education Facts under the Documents tab.

