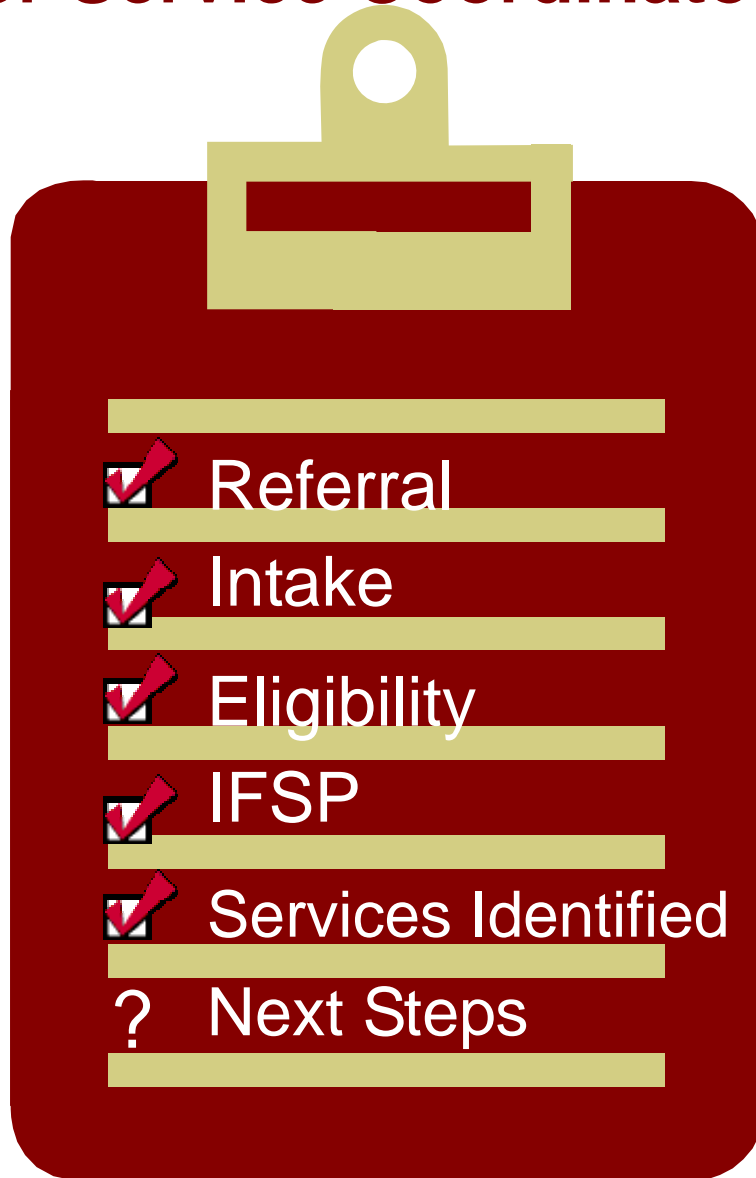


# Coordinating Part C and Other Services: A Resource Guide for Service Coordinators



A practical guide to assist service coordinators in understanding the “what, where, when, and how” of making referrals to agencies and programs within their community to help children and families accomplish IFSP goals.

## Introduction

The Community Resource Guide has been produced to assist Part C personnel in recognizing and following through with appropriate referrals to related programs, services, and agencies. Please realize that programs' and agencies' policies change from time to time. For updated information, please visit their respective websites listed on the reference page of this document.

## Acknowledgments

This document has been produced by Team for Early Childhood Solutions (TECS) with assistance from BabyNet Central Office Staff, SC Department of Disabilities and Special Needs, and the SC School for the Deaf and the Blind. For any and all questions regarding this document, please contact the TECS office at 803-935-5227 or visit our website: <http://uscm.med.sc.edu/tecs/>.

SC Department of Disabilities and Special Needs  
3440 Harden St. Ext.  
Columbia, SC 29203  
803-898-9600  
<http://www.state.sc.us/ddsn/>

SC DHEC BabyNet  
1751 Calhoun St.  
Columbia, SC 28201  
803-898-0784  
<http://www.scdhec.net/health/mch/cshcn/programs/babynet/>

SC School for the Deaf and the Blind  
101 Executive Center Drive Saluda Bldg Ste 120  
Columbia, SC 29302  
(803) 896-9789  
[http://www.scsdb.k12.sc.us/outreach/Early Intervention 2007.html](http://www.scsdb.k12.sc.us/outreach/Early_Intervention_2007.html)

Team for Early Childhood Solutions  
Center for Disability Resources  
8301 Farrow Road  
Columbia, SC 29208  
803-327-8302  
<http://uscm.med.sc.edu/tecs/>



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# ABC Special Needs Program

This project provides technical assistance, consultation, and training through identified specialists for the inclusion of children with developmental delays and different abilities/needs in the child care, home care, school, and faith-community environments. The diversity of the program allows a broad range in PROMOTING, EXPANDING, and ENHANCING high quality child care and EDUCATES early care educators about all aspects of diverse programs for young children.

Referrals for services are accepted from:

- \*Early Care Educators
- \*Service Providers
- \*Faith Communities
- \*Parents
- \*Public School Educators
- \*Other Agencies/Programs

The project has researched, developed, and implemented a total of 65 topics that include disabilities, disability-related, and infant/toddler areas. All trainings and instructional classes have been approved by the South Carolina Department of Social Services, Child Care Career Development, and the BabyNet Infant/Toddler Credential.

For more information, please follow this link:

[ABC Brochure-click here](#)

[What can the ABC Special Needs Program do for you?-click here](#)

[ABC Special Needs Voucher Program-click here](#)

Contact Information:

Donna Casteen  
Center for Disability Resources/UCE  
University of South Carolina  
School of Medicine  
Columbia, SC 29208

Phone: (803) 898-9735  
Fax: (803) 935-6407  
E-mail: [donna.casteen@dss.sc.gov](mailto:donna.casteen@dss.sc.gov)

# Audiology, Occupational, Physical, and Speech Referrals

Please visit p. 19-21 in the BabyNet Service Guide for more information.  
<http://www.scdhec.net/health/mch/cshcn/programs/babynet/policy.htm>

## I. Audiology Referrals:

The audiological evaluation (AE) consists of two steps: a hearing screening, and if indicated, a comprehensive diagnostic evaluation. The entire AE (both steps) may be completed within the initial appointment or may require additional appointments to obtain conclusive diagnostic information.

- A. After it is determined that a child needs an audiological evaluation, the service coordinator should:
  1. Contact a local BabyNet contracted Audiology Provider.
  2. Indicate to the provider the need for Audiogram (or other follow-up service).
  3. Give the provider child/family's contact information and child's age.
  4. Notify the provider of the payment source. Medicaid does cover Audiological services. BabyNet will cover what insurance doesn't, and if there is no health coverage, BabyNet will cover payment for the service (if the service is listed in the "Billable Services" section of the Service Guide p. 21)
  5. If the child does NOT have Medicaid, a BabyNet Payment Authorization must be completed for the service.
  6. If the child has a "managed care" Medicaid plan, it will be necessary to get preauthorization from the primary care physician.
- B. After the child's evaluation, the BNC should request the evaluation summary from the provider.
  1. If any subsequent appointments need to be made, they should be made at that time.
  2. Many times, Audiologists request that the child see and ENT due to fluid or other concerns.
  3. Parents should follow-up with the ENT to schedule a check-up. Service Coordinators and/or primary care physicians can assist the families in making this appointment. **(BabyNet does not cover ENT visits for concerns with fluid. This is considered a medical service).**
- C. If the audiologist diagnoses the child with hearing loss and recommends hearing aids:
  1. Children below the age of 21 who have any form of Medicaid **or** are below 250% of the Federal poverty level and have a hearing loss that requires amplification are eligible for Children's Rehabilitative Services (CRS). CRS will provide hearing aids for eligible children. CRS will also cover ear molds, hearing aid kits, replacement batteries, etc., up to allowable program limits.
  2. Proof of the manufacturer's invoice price for hearing aids is required prior to BabyNet issuing reimbursement.
  3. BabyNet will not cost share the price of the hearing aid(s) or services. This means that the total cost of the hearing aids must not exceed the BN established rate.
  4. BNIC should work with the SCSDB SC to ensure access to needed equipment.

## Audiology, Occupational, Physical, and Speech Referrals (cont.)

### II. Occupational, Physical, and Speech Evaluations and Therapy Referrals:

- A. After the IFSP team has determined the need for a discipline-specific evaluation:
1. Contact the child's primary care physician and request a prescription stating "PT/ST/OT Evaluate and Treat as Necessary" for whichever evaluation(s) is/are needed.
  2. Because of new Medicaid regulations, it may be necessary to request a Medicaid Authorization number for the service when you request a prescription.
  3. Decide with the family which BabyNet contracted provider you will use. Although natural environment providers are preferred, it is not a requirement that evaluations be completed in the child's natural environment. It is however required that ongoing services be provided in the child's natural environment (unless a justification has been made).
  4. Determine if a BabyNet Payment Authorization must be completed for services or for travel. If the child has private insurance or no insurance, a BabyNet Payment Authorization **is** required. If a child has Medicaid and their services are being provided in their natural environment, a payment authorization **is** required for travel only (see p. 67-69 of the BabyNet Service Guide for codes). If the child has Medicaid and services are being provided in a clinic, a payment authorization **is not** required.
- B. After the child has been evaluated:
1. Request the evaluation summary/report from the provider.
  2. If therapy is recommended, an IFSP review must be held to add the recommended service(s).
  3. All team members must receive written prior notice. Family must also receive Notice of Child and Family Rights.
  5. If the service cannot be provided in the natural environment, a justification must be made.
  4. Reporting requirements (p.8 of the BabyNet Policy and Procedure Manual)
    - a. All BabyNet providers are required to maintain clinical services notes in the child's BabyNet record. Private providers serving BabyNet children under a DHEC contract must submit a progress report to the Service Coordinator quarterly (and on request when additional information is needed) for each child served. The report must contain all information included on the *Quarterly Progress Summary* form.
    - b. The provider *Quarterly Progress Summary* report will be due the first quarter after the date of the IFSP or the IFSP Review meeting where the service provider was identified and added to the plan.

*Example: The Initial IFSP or IFSP Review was developed and service provider identified on 05/06/06. The Quarterly Progress Summary will be due 3 months from then on 08/06/06. The Intake/Service Coordinator should explain the quarterly summary requirement and due date at the IFSP meeting and document that explanation was given.*
    - c. If the *Quarterly Progress Summary* is not received the following week, the Service Coordinator shall notify the BabyNet System Manager to follow up with provider.
- If obtaining provider summaries continues to be a problem, the System Manager shall notify BabyNet Provider Relations Coordinator. The Provider Relations Coordinator will make sure the provider is aware of their contractual responsibilities.

## Carolina Autism Resource and Evaluation Center (CARE)

The CARE Center was established to diagnose, assess, and plan for services for people with autism in order to meet the needs of families of children with autism and professionals who work with them. The CARE Center is staffed with a multidisciplinary team of autistic diagnostic and treatment professionals. All of our services are provided free of charge.

**Autism Evaluation:** The CARE Center provides diagnostic evaluations for children ages 18 months to 18 years who are suspected of having autism characteristics. We typically complete the evaluations in one day and provide the family with a diagnosis, written treatment recommendations, and take time to explain our evaluation results and answer all of their questions.

**Home Intervention:** We provide in-home intervention services for children up to age 6 years old who are diagnosed with autism. These services include identifying curriculum goals, training parents and therapists about the best ways to teach their child, and monitoring the child's progress.

**Training:** CARE Center staff are involved in training parents and professionals in our intervention programs. We also train medical residents, speech-language pathologists, and school psychologists who are interested in learning more about diagnosing autism. Finally, we are often invited to present lectures to parent support groups and other agencies.

Please visit the CARE Website at the following address:

<http://uscm.med.sc.edu/cdrhome/care.htm>

Contact Information:

Carolina Autism Resource and Evaluation Center  
Center for Disability Resources  
8301 Farrow Road  
Columbia, SC 29208  
803-935-5390

## Developmental Pediatrics Clinic

**Mission:** The Developmental Pediatric Clinic evaluates children who are having developmental, academic, and/or behavioral difficulties and other special issues such as cerebral palsy, which may be associated with learning problems. The goal is to develop a profile and treatment plan that reflects the input from all the team members who have evaluated the child. The family plays the key role in the evaluation- a family-centered approach is utilized.

**Approach:** A team approach is used to evaluate patients. The goal is to evaluate, diagnose, and develop suggestions, which reflects the input from all the team members who have evaluated the patient. The Developmental Pediatrician evaluates the child initially and upon his or her referral to the patient is subsequently seen by the other specialists within the clinic or possibly outside the clinic depending on the individual case. It is preferred that a follow-up visit with the developmental pediatrician be scheduled to review the evaluations and provide follow-up.

**Referrals:** Physicians, teachers, and other community professionals usually generate our referrals.

The following are a list of the types of evaluations that are completed at the Developmental Pediatric Clinic:

**Developmental Pediatrician/Nurse Practitioner**  
**Psychologist/Nurse Practitioner**  
**Psychologist**  
**Speech-Language Pathologist**

For more information on specific services, please visit <http://uscm.med.sc.edu/cdrhome/developmentalpediatricclinic.htm>

Contact Information:

Center for Disability Resources  
8301 Farrow Road  
Columbia, SC 29208  
803-935-5354



# Family Connection of South Carolina

Family Connection is a support network for families who have children with special needs. Founded in 1990, we're here to help thousands of children in South Carolina reach their potential by providing parent-to-parent connections, linking families to community resources, and sponsoring a number of educational and support programs.

Our programs and services are centered around parent-to-parent networking, a program based in the principle that families with shared experiences are uniquely qualified to help each other. We match parents of children with disabilities with Support Parents who have children with similar conditions. These trained veteran Support Parents are an invaluable source of support and encouragement because they have faced similar challenges and celebrations.

Family Connection of South Carolina is part of a worldwide network of parent-to-parent support programs and is financed through grants, donations and contracts with many private and governmental organizations. Today, there are Family Connection offices in Columbia, Greenville, Anderson, Spartanburg, Aiken, Charleston, Rock Hill, and Florence, with Support Parents in all counties of South Carolina.

If you would like more information or a hard copy of the Family Connection brochure you may call Family Connection of South Carolina, **1-800-578-8750** or email us at [info@familyconnections.org](mailto:info@familyconnections.org).

	Area Coordinator	Address	Phone Number
<b>Aiken</b>	Billie Chartier	P.O. Box 6009 North Augusta, SC 29841	(803) 819-0265
<b>Anderson</b>	Sherry Fields	210 North Main Street, Suite 5 Anderson, SC 29621	(864) 231.8100
<b>Charleston</b>	Molly Jones	6296 Rivers Avenue, Suite 300 N. Charleston, SC 29406	(843) 740.5500
<b>Columbia</b>		2712 Middleburg Dr. Suite 103B Columbia, SC 29204	(803) 252-0914
<b>Florence</b>		714 East National Cemetery Rd. Florence, SC 29506	(843) 662.0675
<b>Greenville</b>	Ethel Renew	29 N. Academy St. Greenville, SC 29601	(864) 331.1340
<b>Rock Hill</b>	Hollye Reid	217 Orange St. Rock Hill, SC 29730	(803) 366.4839
<b>Spartanburg</b>	Lisa Anderson	11 Doctor's Park Dr. Suite 200 Spartanburg, SC 29307	(864) 585-5462

# First Steps

## Who are We

Nearly one in seven SC children are assessed as not ready for first grade. In some communities, this statistic is as poor as one in four, or greater. Research studies repeatedly show that children who arrive unprepared for first grade's challenges have a difficult time catching up and succeeding throughout the rest of their school years. Many of these students drop out of school or do not find fulfilling productive jobs after high school as a result of their slow start.

A child's readiness is determined by many critical components such as good health, nurturing and positive, participatory parenting. High quality early learning experiences in the home, child care, and school settings allow children to thrive at a time when the brain is most formative.

South Carolina First Steps to School Readiness was signed into law in 1999 to help improve school readiness for the state's youngest learners. First Steps is a comprehensive, results-oriented statewide education initiative to help prepare children to reach first grade healthy and ready to succeed. Each South Carolina county has a First Steps partnership comprised of business and community leaders, early education professionals, parents, faith-based and agency partners. First Steps partnerships examine unmet needs in their communities to help local young children and their families. Through its 501(c) 3 status, First Steps mobilizes resources beyond state-allocated dollars, leveraging local private and public funds, federal grants, planned gifts, in-kind contributions, and volunteer time.

## First Steps Enabling Legislation

"There is established South Carolina First Steps to School Readiness, a comprehensive, results-oriented initiative for improving early childhood development by providing, through county partnerships, public and private funds and support for high-quality early childhood development and education services for children by providing support for their families' efforts toward enabling their children to reach school ready to learn."

– SECTION 59-152-10 (June 1999)

For contacts in your county, please visit the following link:

<http://www.scfirststeps.org/contactcp.htm>

For more information about First Steps, please visit their website at

<http://www.scfirststeps.org>.

Contact Information:

1300 Sumter Street, Suite 100  
Columbia, SC 29201  
Phone: (803) 734-0479  
Toll Free: 877-621-0865  
Fax: (803) 734-1431

## Greenwood Genetic Center

DDSN has established a special working relationship with Greenwood Genetic Center. This facility serves without charge families who are at risk for having a child born with a genetic disease and families in which a child has already been diagnosed with a birth defect or a handicapping physical or mental disability. Services emphasize prevention programs, which reduce the risk of having children with mental or physical disabilities.

Genetic disease affects one of every eight children born in South Carolina and causes a range of birth defects including mental retardation and related disabilities. Genetic services reduce the risk of children having disabilities caused by genetic factors, whenever possible.

Genetic Service Coordinators coordinate services at the regional level. Services are provided through a central clinic and laboratory in Greenwood and a network of satellite clinics. Services are also available through local DSN Boards and provider organizations.

In 1974, the Center began with support from DDSN and the Self Foundation. The facility is a unique model of cooperation between public and private sectors in South Carolina.

Greenwood Genetic Center collaborates with the University of South Carolina School of Medicine and the Medical University of South Carolina. Genetic Center faculty members have joint appointments at the medical schools to facilitate this collaboration.

South Carolina's Self Research Institute builds on accomplishments of Greenwood Genetic Center and is located beside the Center. The Institute is a state and national resource with a goal of having every baby born with sound mind and body. Research of the Institute focuses on prevention of birth defects and mental retardation.

For more information about genetic services, contact the appropriate regional genetic office or the central clinic. <http://www.ggc.org/contacts.htm>

### Contact Information:

101 Gregor Mendel Circle  
Greenwood, SC 29646  
864-941-8100  
888-442-4363 (toll-free)  
864-941-8114 (fax)

# Mental Retardation/Related Disability Waiver (MR/RD Waiver)

## Medicaid Waiver Services

Prior to 1991, the Federal Medicaid program paid for services to DDSN consumers with mental retardation and related disabilities, traumatic brain injury and spinal cord injury and related disabilities only if that person lived in an institution. The approval of Federal Medicaid Waiver programs allowed states to provide services to consumers in their homes and in their communities.

DDSN consumers may be eligible for home and community-based Waiver services. For more information, DDSN consumers and families should contact their local service coordinator, early interventionist, or the DDSN Office of Adult Supports at our Columbia office at (803) 898-9694.

## MR/RD Waiver Eligibility Requirements

To qualify for Mental Retardation/Related Disabilities (MR/RD) Waiver services, a person must:

- be eligible to receive services from the Mental Retardation and Related Disabilities Division of DDSN, including the Autism Division
- be given the option of receiving services in his/her home and community or in an Intermediate Care Facility for the Mentally Retarded (ICF/MR)
- require the degree of care that would be provided in the ICF/MR (meet ICF/MR level of care)
- have needs that can be met by the provision of services funded by the waiver
- Federal Law requires that the cost of Medicaid Waiver and State Plan services must be less expensive than or equal to the cost of institutional care

## Reasons MR/RD Waiver Will Be Terminated

MR/RD Waiver services will be terminated when a person:

- voluntarily withdraws or no longer wishes to receive services funded by the Waiver no longer meets ICF/MR level of care
- is no longer eligible for Medicaid as determined by the SC Department of Health and Human Services
- is admitted to an ICF/MR
- received no Waiver services for 30 days
- moves out of state

**Click link** (<http://www.state.sc.us/ddsn/MWSP/MWSPlist.htm>) for a list of MR/RD Medicaid Waiver Services. Then click on the desired service line, then county listing.

**Click link** (<http://www.state.sc.us/ddsn/mr/RPsychologists.pdf>) to print an entire listing of approved providers for MR/RD Waiver Psychological Services (includes Behavior Supports, Counseling and Testing).

(<http://www.state.sc.us/ddsn/service/contents.htm>)

# Parents as Teachers

**Parents as Teachers** is the overarching program philosophy of providing parents with child development knowledge and parenting support. The organizational vehicle for delivering that knowledge and support is Parents as Teachers National Center.

The National Center drives that philosophy, or mission, through four program areas: Born to Learn, Professional Development, Meld and Advocacy. All of these program areas work through a strong network of state leaders and partners.

The four-part intervention model known as Born to Learn delivers its mission-based program through intermediaries (parent educators) to the ultimate recipients (parents), while Professional Development is delivered directly to end users (professionals). Meld is a facilitated group model that draws on peer support. Advocacy works through both public and private sectors to promote positive policies for young families.

Although several vehicles are used to implement the mission-based programs, the network is an organized affiliation of many organizations and people with a common mission. This combination of delivery vehicles allows the National Center to have the greatest and broadest impact.

## **Vision**

All children will learn, grow and develop to realize their full potential.

## **Mission**

To provide the information, support and encouragement parents need to help their children develop optimally during the crucial early years of life.

## **Program Goals**

- Increase parent knowledge of early childhood development and improve parenting practices
- Provide early detection of developmental delays and health issues
- Prevent child abuse and neglect
- Increase children's school readiness and school success

## **Core Values**

- The early years of a child's life are critical for optimal development and provide the foundation for success in school and in life.
  - Parents are their children's first and most influential teachers.
  - Established and emerging research should be the foundation of parent education and family support curricula, training, materials and services.
  - All young children and their families deserve the same opportunities to succeed, regardless of any demographic, geographic or economic considerations.
- An understanding and appreciation of the history and traditions of diverse cultures is essential in serving families.

Contact Information:

2228 Ball Drive  
St. Louis, Mo. 63146  
314-432-4330 phone  
314-432-8963 fax  
1-866-PAT4YOU (1-866-728-4968)

To find "Parents as Teachers" programs in South Carolina visit the following link:  
<http://www.parentsasteachers.org/site/apps/kb/cs/contactsearch.asp?c=ekIRLcMZJxE&b=1595089>

## Parents' Morning Out (PMO)

Parents' Morning Out programs (also referred to as "Mom's Morning Out") are short-term child care programs designed to allow children who typically are still at home with their parents during the work week to spend time socializing with other children their own age. The programs are able to allow parents time to have a "morning out" to run errands, work part-time, or just get a few minutes of quiet time. Programs typically are not 5 days a week. Some are Mondays, Wednesdays, and Fridays, while others are Tuesdays and Thursdays. Usually the day last from about 9 a.m. until noon.

Some parents realize that their children are not capable of spending a full day in a child care setting, so PMO programs can help children become slowly introduced to a structured educational classroom or child care setting. Most of these programs are offered by various religious institutions, but some are offered by public agencies and/or businesses.

Fees vary by program. Some programs are free but require parents to volunteer in the program a set number of days per month; while others charge monthly fees. Some programs also offer scholarships or reduced fees based on income.

The best way to find out about these programs in your community is by using your local yellow pages or completing an online search similar to the following:

Search for:

Popular search engines: [www.altavista.com](http://www.altavista.com), [www.google.com](http://www.google.com), [www.lycos.com](http://www.lycos.com), [www.yahoo.com](http://www.yahoo.com)

If this does not work, try "mother's morning out" or "mom's morning out" and add your city to the end of the search. The quotation marks help the search engine to complete a more specific search and offer more precise results.

\*Any search engine may be used to seek out information.

## South Carolina Assistive Technology Project (SCATP)

The South Carolina Assistive Technology Project (SCATP) is a part of a national network of technology-related assistance programs. Our goal is to enhance independence, productivity and quality of life for all South Carolinians through access to assistive technology devices and services. SCATP provides training, technical assistance and works with consumers, service providers, state agencies and policy makers to support children and adults with disabilities in their efforts to acquire and use technology as a routine part of day-to-day living.

We link people with technology. Our goal is to enable people with disabilities, their families, and professionals to learn about the latest innovations and identify funding for assistive devices and services. As a result, children, students, working people, and senior citizens are able to lead independent and productive lives.

Links:

SCATP Homepage: [www.sc.edu/scatp](http://www.sc.edu/scatp)

BabyNet Policy Manual (p.12-18), Assistive Technology Guide: [http://www.scdhec.net/health/mch/cshcn/programs/babynet/docs/App%205%20Service%20Guide%20\(08-06\).pdf](http://www.scdhec.net/health/mch/cshcn/programs/babynet/docs/App%205%20Service%20Guide%20(08-06).pdf)

Service Description Outline: (p.12)

- 1) Definition
- 2) Assistive Technology Service Includes:

Qualifications: (p.12)

- 1.0 Assistive technology assessments Licensed audiologists.
- 2.0 All evaluation, assessment and IFSP services must be provided:

Procedure: (p.13)

- 1.0 An assistive technology assessment must be performed if the IFSP team (including the parent and appropriate professionals) feels that a device may be needed to achieve an IFSP outcome or goal. Information for the AT assessment may be available within current evaluation, assessment and intervention information.
- 2.0 The need for assistive technology devices or services must be assessed functionally within the context of the child's everyday activities and routines and included in the IFSP as an intervention in order to request funding. (see p. 13 of Service Guide to determine what information must be included in the assessment)
- 3.0 Obtaining Equipment: (see p.13 of service guide for specific procedures, subsections 3.1-3.5)
- 4.0 Services: (see p.14 of the Service Guide for a list of services usually found appropriate by BabyNet upon submission of required information)
- 5.0 Special Considerations: (see p.14 of the Service Guide for subsection 5.1 for more information)
- 6.0 Limitations: Specific examples of devices or services that are generally not considered AT through BabyNet. (see p.14-15 of the service guide for subsections 6.1-6.9 for more information)
- 7.0 Returning Equipment: If an item is received and is determined by the IFSP team to not meet the child's needs, the item is to be returned so that appropriate equipment can be obtained. (see p. 15 of the service guide for subsections 7.1-7.3 for more information)

Service Guide p. 16-18: **Assistive Technology Fee Schedule – August 22, 2005**

Contact Information:

8301 Farrow Rd.  
Columbia, SC 29203  
803-935-5263  
803-935-5342 (fax)



## South Carolina Dept. of Disabilities and Special Needs (SCDDSN)

The SC Department of Disabilities and Special Needs, as defined in the South Carolina Code of Law, serves persons with mental retardation, autism, traumatic brain injury and spinal cord injury and conditions related to each of these four disabilities.

### MISSION: What We Do

Assist people with disabilities and their families through choice in meeting needs, pursuing possibilities and achieving life goals, and minimize the occurrence and reduce the severity of disabilities through prevention.

### VALUES: Our Guiding Beliefs

Health, safety and well-being of each person  
Dignity and respect for each person  
Individual and family participation, choice, control and responsibility Relationships with family, friends and community connections  
Personal growth and accomplishments

### PRINCIPLES: Features of Services and Supports

Person-centered  
Responsive, efficient and accountable  
Practical, positive and appropriate  
Strengths-based, results-oriented  
Opportunities to be productive, and maximize potential  
Best and promising practices

### Pursuing DDSN Eligibility:

The process of determining eligibility for SCDDSN services begins with screening and ends with notification of the parent/legal guardian of the final eligibility decision by DDSN including any appeals that might be initiated. Activities include gathering information, which may support DDSN eligibility from the legal guardian/family members, current and former service providers, and others who know the child.

### BabyNet Eligible Children:

As part of the DDSN/DHEC contract DDSN will provide Special Instruction (Family Training) and Service Coordination to children that are Babynet eligible. If a DDSN service is identified as a need, the family and Early Interventionist may pursue DDSN eligibility at anytime. Children are served through the BabyNet contract from 0-3 years of age. Children that are DDSN eligible may receive Special Instruction (Family Training) and Service Coordination from 0-5 years of age. You must contact your Early Interventionist or the local DSN Board in order to begin the DDSN eligibility process.

Agency Receptionist: (803) 898-9600  
V / TTY: (803) 898-9600  
Fax: (803) 898-9653  
Toll Free: 1-888-DSN-INFO (376-4636)

Street Address:            Mailing Address:  
3440 Harden St. Ext.      PO Box 4706  
Columbia, SC 29203      Columbia, SC 29240

For more information visit: <http://www.state.sc.us/ddsn/>



# South Carolina Early Autism Project

## What is SCEAP?

### HISTORY OF THE S. CAROLINA EARLY AUTISM PROJECT

Since 1998, the South Carolina Early Autism Project, Inc. (EAP, Inc.) located in Sumter, SC, has been providing families and school districts throughout the United States with effective methods of treatment for children of all ages with autism and other developmental disabilities. Our treatment and instructional recommendations are guided by the principles of Applied Behavior Analysis (ABA) along with the principles of Skinner's Analysis of Verbal Behavior. EAP, Inc. clinicians possess extensive training and experience in the area of Applied Behavior Analysis using Skinner's Analysis of Verbal Behavior. Our clinicians are Board Certified Associate Behavior Analysts and are currently completing their mentorships and coursework to become fully board certified. EAP, Inc. believes that on-going training is imperative and our staff receives monthly in-service training from various professionals in the field. Our commitment at EAP, Inc. is to identify and implement the most effective course of treatment for each child entrusted to ensure that each child reaches their full potential.

## SCEAP Mission Statement

The mission of the South Carolina Early Autism Project, Inc. is threefold: to provide appropriate and effective ABA home and school programming that will enable each child in our care to reach his or her potential; to foster the close collaboration of parents and professionals who support the child; and to equip each child's home or school team with the ABA training and supervision that will ensure high-quality and consistent teaching, error correction procedures and behavioral intervention.

## How to Start:

SCEAP serves children of all ages and ability levels across the autism spectrum. Here are the steps to begin receiving services through SCEAP.

1. Request an Intake Packet by calling 803.905.4427
2. Complete the intake forms and return along with copies of recent evaluations.
3. Once we receive your intake information, SCEAP will call you to schedule the Initial Workshop. New families must start with an initial, three-day workshop which will consist of assessing the child current level of functioning, prescribing the appropriate set of programs for your child to begin treatment and interactively training you and your team (line therapists that you hire to work with your child). Anyone that will be working directly with your child should attend the initial workshop. Your workshop leader will demonstrate and explain the teaching procedures of each program and show team members how to record data. After you and your child's team have gone through this interactive hands-on workshop, they will have the training and information to successfully continue your child's program until it is time for your next SCEAP follow up visit.

Since there may be portions of the Initial Workshop when we will not work directly with your child for long portions of the day, you should have a sitter available.

## Contact Information:

Phone: 1.803.905.4427  
Fax: 1.803.905.4431

Physical Clinic Address  
Early Autism Project, Inc.  
2630-B Hardee Cove  
Sumter, SC  
29150

Mailing Address  
Early Autism Project, Inc.  
PO Box 7537  
Sumter, SC  
29150

<http://www.sceap.com/index2.shtml>

# South Carolina School for the Deaf and the Blind

Serving families with babies and young children is top priority for the highly trained professionals in the Early Intervention Program. This service is designed to enhance the family's ability to understand the developmental status of their child who has sensory disabilities. The Early Intervention professionals help the family advocate for their child.

The school's Early Intervention Program serves children ages birth to six and is available to families statewide. Information, education and an array of services are offered at no charge to the family. Services are individualized for each family.

## **Service Coordination:**

- Provides families with information about professional services pertinent to their child's development, empowering each parent or guardian to participate in the selection of services for their child who is sensory disabled;
- Assists the family in development of a family-centered service plan that serves as a contract between the family and the providers to ensure provision of necessary services;
- Provides knowledge and referrals for services, specialists and local community resources;
- Implements transition services to public education and other community preschool programs;
- Provides educational materials for families.

## **Special Instruction:**

- Offers a curriculum-based developmental assessment;
- Meets and visits with the family and child in their natural environment;
- Provides education to enhance the child's development in the areas of gross and fine motor skills, social skills, communication, cognition, and vision and hearing development;
- Presents age-appropriate activities to encourage the child's total development through daily routines;
- Observes the child's development.

For more information, contact:

### **Early Intervention Director**

South Carolina School for the Deaf and the Blind  
Midlands Regional Outreach Center  
101 Executive Center Drive, Suite 120, Saluda Building  
Columbia, SC 29210  
Toll-Free: 1-800-984-4357 Voice/TTY  
Phone: 803-896-9789 Voice • 803-896-9844 TTY  
Fax: 803-896-8279 E-mail: [outreach@scsdb.org](mailto:outreach@scsdb.org)

[http://www.scsdb.k12.sc.us/outreach/Early\\_Intervention\\_2007.html](http://www.scsdb.k12.sc.us/outreach/Early_Intervention_2007.html)

## TEFRA (Katie Beckett) Medicaid

### Should I apply for TEFRA / "Katie Beckett" for my child?

Income qualifications for TEFRA / "Katie Beckett" are based solely on the child's income, not the income of the parents. However, a number of different factors are considered for approval of TEFRA / "Katie Beckett" coverage. You should apply for TEFRA / "Katie Beckett" for your child only if you think the following are true:

- Your child has a disability and is likely to meet the federal criteria for childhood disability (using Supplemental Security Income [SSI] rules).
- Your child meets an institutional level of care. Your child could require institutional care in an inpatient hospital, nursing home or an intermediate care facility for the mentally retarded (ICF-MR).
- Even though your child may qualify for institutional care, you are caring for your child at home and you can provide appropriate care.
- Your child is age 18 or younger.

Your child's income and resources (not counting the parents' income and resources) as low.

### How can I apply for TEFRA / "Katie Beckett"?

Applications are available from the [Resource Library](#), from the South Carolina Department of Health and Human Services at 1-888-549-0820, or from Family Connection of South Carolina at 1-800-578-8750.

Once you receive the application package you may need help filling out the forms and deciding which information to include. You can call the TEFRA / "Katie Beckett" coordinator at 1-888-549-0820 for assistance. Family Connection can also connect you with other parents who have completed this process and have TEFRA / "Katie Beckett" coverage for their children.

[Family Connection of South Carolina](#) is not part of the South Carolina Department of Health and Human Services; it is a support network for families who have children with developmental delays, disabilities, or chronic illnesses.

For more information:

<http://www.dhhs.state.sc.us/dhhsnew/insideDHHS/Bureaus/BureauofEligibilityProcessing/TEFRA+Summary.asp>

Contact Information:

Toll-Free: 1-888-549-0820.

The completed application should be mailed to: Department of Health and Human Services Attention: TEFRA Coordinator Post Office Box 100101 Columbia, South Carolina 29202-3101

# Women, Infants, and Children (WIC)

## Mission

The mission of the Division of WIC Services in the Bureau of Maternal and Child Health is to provide leadership to assure the health and well being of women, infants and children.

WIC impacts the health of mothers and children in the medically needy population. Optimal nutritional status during pregnancy and early childhood provides the best chance for the future of South Carolinians.

## Background

WIC is a Special Supplemental Food Program established by Congress in 1972, and federally funded through the United States Department of Agriculture (USDA) to assist states in safeguarding the health and nutritional well-being of our low income women, infants, and children during critical growth periods. The Department of Health and Environmental Control (DHEC) has been designated to administer the program in South Carolina.

**WIC-For a list of each WIC clinic, please follow this link:**

<http://www.scdhec.net/health/mch/wic/map.htm>

Region	WIC Director	Phone	Fax
Region 1	Mitzi Grappone, WIC Director	(864) 260-5579	(864) 260-1014
Region 2	Barbara Thomas, WIC Director	(864) 596-2192	(864) 596-3340
Region 3	Leah Rowland, MS, RD WIC Director	(803) 909-7300	(803) 909-7397
Region 4	Rhonda Spencer – WIC Director	(803) 773-5511	(803) 773-6366
Region 5	Wanda Tutt, WIC Director	(803) 642-1687	(803) 643-4018
Region 6	Sadhana Tolani, WIC Director	(843)-365-3126	
Region 7	Kelli Murray – WIC Director	(843) 746-3837	
Region 8	Deborah A. McCoy	(843) 521-5503	

### 2007 Income Guidelines (guidelines can change yearly)

Family Size	Yearly	Monthly	Weekly
1	\$18,889	\$1,575	\$364
2	\$25,327	\$2,111	\$488
3	\$31,765	\$2,648	\$611
4	\$38,203	\$3,184	\$735
5	\$44,641	\$3,721	\$859
6	\$51,079	\$4,257	\$983
7	\$57,517	\$4,794	\$1,107
8	\$63,955	\$5,330	\$1,230
For Each Additional Family Member Add	\$6,438	\$537	\$124

## 4 Steps to WIC Application Process

**1-Who comes to the appointment?** All family members who are applying

**2-Proof of Identity** <http://www.scdhec.net/health/mch/wic/apply.htm> (follow link for appropriate forms)

**3-Proof of Residency** (follow above link for appropriate forms)

**4-Income Documentation** (follow above link for appropriate forms)

## **References**

ABC Special Needs Grant	<a href="http://uscm.med.sc.edu/cdrhome/abcspecialneeds.htm">http://uscm.med.sc.edu/cdrhome/abcspecialneeds.htm</a>
Audiology, OT, PT, and ST Referrals	<a href="http://www.scdhec.net/health/mch/cshcn/programs/babynet/docs/TEXT%20BabyNet%20policy%20and%20proc%20manual.pdf">http://www.scdhec.net/health/mch/cshcn/programs/babynet/docs/TEXT%20BabyNet%20policy%20and%20proc%20manual.pdf</a>
Carolina Autism Resource and Evaluation Center	<a href="http://uscm.med.sc.edu/cdrhome/care.htm">http://uscm.med.sc.edu/cdrhome/care.htm</a>
Developmental Pediatric Clinic	<a href="http://uscm.med.sc.edu/cdrhome/developmentalpediatricclinic.htm">http://uscm.med.sc.edu/cdrhome/developmentalpediatricclinic.htm</a>
Family Connection of SC	<a href="http://www.familyconnections.org/home/">http://www.familyconnections.org/home/</a>
First Steps	<a href="http://www.scfirststeps.org">http://www.scfirststeps.org</a>
Greenwood Genetics	<a href="http://www.ggc.org/contacts.htm">http://www.ggc.org/contacts.htm</a>
Mental Retardation/Related Disability Waiver (MR/RD Waiver)	<a href="http://www.state.sc.us/ddsn/service/contents.htm">http://www.state.sc.us/ddsn/service/contents.htm</a>
Parents as Teachers	<a href="http://www.parentsasteachers.org">http://www.parentsasteachers.org</a>
Parents Morning Out	<a href="http://www.google.com">http://www.google.com</a>
SC Assistive Technology Project	<a href="http://www.sc.edu/scatp">www.sc.edu/scatp</a>
SC Dept. of Disabilities and Special Needs (DDSN Eligibility)	<a href="http://www.state.sc.us/ddsn/">http://www.state.sc.us/ddsn/</a>
SC Early Autism Project	<a href="http://www.sceap.com/index2.shtml">http://www.sceap.com/index2.shtml</a>
SC School for the Deaf and the Blind	<a href="http://www.scsdb.k12.sc.us/outreach/Early_Intervention_2007.html">http://www.scsdb.k12.sc.us/outreach/Early_Intervention_2007.html</a>
TEFRA Medicaid (Katie Beckett)	<a href="http://www.dhhs.state.sc.us/dhhsnew/insideDHHS/Bureaus/BureauofEligibilityProcessing/TEFRA+Summary.asp">http://www.dhhs.state.sc.us/dhhsnew/insideDHHS/Bureaus/BureauofEligibilityProcessing/TEFRA+Summary.asp</a>
Women, Infants, and Children (WIC)	<a href="http://www.scdhec.net/health/mch/wic/map.htm">http://www.scdhec.net/health/mch/wic/map.htm</a>