

Parent Release of Information Flow Chart: Completed and Collected at Each IEP Meeting

PRIOR TO IEP MEETING

Fill out prior to the meeting

- Nursing is checked for Vision and Hearing Screenings.
- Psychological Services and Social Worker Services are checked for counseling and/or direct services provided on the IEP or behavior plan.

Medicaid Parent Release
of Information form
changes every school
year.

DURING THE IEP MEETING

Obtain the student's doctor information; Name, Phone Number and Address. If the child does not have a primary care physician, ask for the last place the child was seen by a doctor (i.e., clinic, hospital, etc.). Use this information to complete the form.

Have Parent Sign and Date the Parent Release of Information form.

AFTER THE IEP MEETING

Fax form to the Medicaid Office at 973-4705

IEP manager is done with their part of the parent release of information form. The District Medicaid Office will obtain the Doctor's prescription for services.