

Special Education Consultation Policy provided by Tia Marsili

Purpose:

DSANV will retain a special education consultant to advise and assist members with issues surrounding the education of their school age child(ren) with Ds.

Eligibility

- Each Individual must be a DSANV Member residing in Northern Virginia. Northern Virginia is defined by DSANV as Arlington, Fairfax, Loudoun, Prince William, Stafford and Fauquier Counties and the Cities of Fairfax, Alexandria, Falls Church, Manassas City and Manassas Park.
- Each Member is limited to total of 1.5 hours of the Consultant's time per calendar year based upon budgeted available hours. The Consultant would then need to refer them to additional outside resources after the 1.5 hours are exceeded. This outside resource will provide the Member with at least two outside advocates/consultants at the personal cost of the DSANV Member. DSANV is no way obligating or precluding, the Consultant to work with a member beyond the budgeted 1.5 hours per Member. Should the Member take advantage of the outside resources suggested, all fees related to that consultation will be assumed by the Member.

Process

- FAQ will be on the website, provided by Consultant.
- When member makes call requesting services, they must confirm they have read and agreed their issue has not been already addressed and answered by the FAQ.
- When the FAQ does not address their issue, member will need to complete an intake form to include basic information, prioritizing issues and confirming their eligibility through DSANV.
- The Program Manager reviews the intake form and forwards to the Consultant within 3 Business Days. The Consultant will need to respond to the Member within 3 Business Days after receiving from the Program Manager to discuss their special education issue. Overall, turnaround time is 6 Business Days from the time the Intake Form is received.

Waiver Clause: These rules shall be interpreted in a flexible manner to accomplish the purpose of this policy. Any rule(s) may be waived by the Board of Directors of the Down Syndrome Association of Northern Virginia.