HAWAII CENTER FOR THE DEAF AND THE BLIND

DIAGNOSTIC TEAM
3440 Leahi Ave.
Honolulu, Hawaii 96815
Phone: 733-4827/733-4826
Fax: 735-8235
HCDB Office: 733-4999

The Diagnostic Team at the Hawaii Center for the Deaf and the Blind offers specialized assessment of students with hearing and/or visual impairments. Many of our services are provided in accordance with the Individuals with Disabilities Act (IDEA), Chapter 56 HAR, and the Board of Education, Student Regulations Series, and Policy number 2205 "Rights of Students who are Deaf, Hard-of-Hearing, or Deaf/Blind". Following evaluations, a member of the Diagnostic Team will be available to participate in the eligibility meeting (either in person or by phone) to assist with explaining the results if requested.

DIAGNOSTIC TEAM MEMBERS

VACANT	DIAGNOSTIC TEAM CLERK	733-4825
KRISTINE TAKEKAWA	AUDIOLOGIST	733-4827
STEVE HANAI	SOCIAL WORKER	733-4826
DOREEN HIGA	SP/LANG PATHOLOGIST	733-4846
JEFFREY STABILE	RESOURCE TEACHER: HI	735-8239
INGA PARK-OKUNA	PARENT EDUCATOR/COUNSELOR	735-6299
SUSAN HOKAMA	RESOURCE TEACHER: VI	735-8237
KRISTIN OIEN	RESOURCE TEACHER: O&M	735-8237
VACANT	SCHOOL PSYCHOLOGIST	735-4826

Please feel free to contact KRISTINE TAKEKAWA at any time should you have a question about our services or would like to have input regarding the appropriateness of a referral.

HAWAII CENTER FOR THE DEAF AND THE BLIND
DIAGNOSTIC TEAM
Standard Operating Procedures - Summary

A. REFERRAL PROCESS

1. Initiated through the home school, Form 101 Request for Evaluation, Form 102 Consent for Assessment, and Prior Written Notice (PWN) that describes the specific evaluations being requested.

2. Student Services Coordinator (SSC) faxes a copy of these referral forms directly to HCDB Diagnostic Team (735-8235) with pertinent information (see **D. Other Issues**).

3. HCDB will make arrangements with the parents or the school for the evaluation.

4. HCDB will send evaluation reports to referring school when completed (within 45-day timeline). SSC should also ask for the specific names of evaluators and give those individuals access to eCSSS to input reports directly onto eCSSS.

5. Referring school can request that HCDB team member(s) be present at the Eligibility/IEP meeting(s).

B. WHO TO REFER

1. <u>Initial Evaluations - Comprehensive</u>
   - All students with a record of hearing loss or visual impairment (see **D. Other Issues**)
   - Deaf/Blind preschoolers with a **<u>primary</u>** handicapping condition of hearing and vision impairment
   - Transfer students new to Hawaii with an IEP indicating **<u>primary</u>** handicapping condition of hearing and/or vision impairment
   - SST first time referral of student with hearing and/or visual impairment (see **D. Other Issues**)

2. <u>Reevaluations - Comprehensive</u>
   - Students with current eligibility as **Deaf**
   - Students with current eligibility as **Hearing Impaired** who use sign language for instruction.
   - Students with **Visual Impairments** (20/70 or worse in the better eye with correction) as needed. Please contact HCDB prior to signature of consent.
   - When a change in certification or placement is being considered on any hearing or visually impaired student and the HCDB team expertise could be of help.

3. Related Service Evaluations- Non Comprehensive
   - Functional Vision Assessment, Orientation and Mobility (O&M) Assessment, and/or Audiological Assessment for students who are Visually Impaired or Deaf/Blind, as needed.
   - Audiological Assessment for students certified as **Deaf** or **Hard-of-Hearing**, students with documented hearing loss, and for students who have failed a school level hearing screening.
   - Auditory Processing Disorder assessments can be done, please refer to the guidelines.
   - Occupational Therapy and Physical Therapy assessments are done by the Districts' Evaluation Team.
   - If a student does not utilize Sign Language for communication, some assessments (for example, Emotional/Behavioral Assessment) can be done by the School/District Evaluation Team. Please check with the HCDB Diagnostic Team if there is a question.

C. CONSULTATION FORM

1. The consultation form is used when the school would like someone from the team to consult with the classroom teacher, and/or other school personnel regarding the education of a hearing and/or visually impaired student.

2. This form is not to be used as a referral for evaluation.

D. OTHER ISSUES

1. All students referred for evaluation with a suspected or confirmed vision impairment **must have an eye doctor's report within the last year** indicating:

   Acuity **with** correction is no better than 20/70 in the better eye
   OR
   A reduced field to 20 or less in the better eye
   OR
   An unstable condition with decreasing use of vision

   This report must accompany the referral information. No student can be evaluated without this medical information. No student that does not meet these minimum vision impairment criteria will be evaluated.

2. All students referred for an evaluation for hearing impairment must have documentation of one of the following:

   Failure of a hearing screening at the school level at
   two or more frequencies in the speech range (500Hz to 4000Hz)
   OR
   Suspected hearing problem and the student could not

be screened at the school level due to age or developmental delay
OR
Medical history indicating a hearing loss, or an
indication that the student uses personal amplification (hearing aids)

3. No student with severe or multiple impairments which outweigh the impact of a hearing and/or vision loss should be referred to the team for comprehensive evaluation. You may request the related service evaluations specific to the needs of the child.

4. HCDB does not screen for visual impairment or hearing impairment.

E. TRANSPORTATION

1. For any Oahu student requiring bus transportation to HCDB for evaluation, the SSC should contact this office for a test date. Filing of the ST-16 Request for Mid-day Travel is the responsibility of the referring school, and payment for bus transportation is the responsibility of the referring school's Complex Area Superintendent.

2. For neighbor island students that are referred to HCDB for other than comprehensive evaluations, the school SSC should contact this office for a test date. The school is responsible for the air transportation of the student to Oahu. HCDB will provide transportation to and from the airport to HCDB.

3. For neighbor island students that are referred in to HCDB for a comprehensive evaluation, HCDB will arrange the test date with the parent and provide state-funded air and ground transportation and overnight accommodations if necessary. Except for audiological assessments, whenever possible Diagnostic Team members will fly to the neighbor islands to conduct evaluations.

Please contact the HCDB team prior to a SST meeting if there are questions regarding a student and the appropriateness of referral to HCDB.