

**REFERRAL STATUS UPDATE**  
**EXAMPLE**
**SECTION 1: CHILD AND INTAKE COORDINATOR INFORMATION**

Name of Child: Jason Richards		DOB: 07/06/2018
Name of Referral Agency/Individual: Dr. Derek Shepherd		
Address of Referral Source: Cherokee Children's Clinic, 1307 N. Logan St, Gaffney SC 29341		
Date Referred: 06/18/20	Date of Update: 06/21/20	
BabyNet Eligibility Staff: Olivia Pope		
Agency: IDEA/Part C Eligibility Office/Greenville		
Phone: (864) 331-1450	Email: IDEA/Part C@scdhhs.gov	

**SECTION 2: REFERRAL STATUS (COMPLETED AND SENT BY INTAKE COORDINATOR)**

The above child has been referred to IDEA/Part C. The following is an update of the referral (check one):

Multiple attempts made to contact the family; IDEA/Part C received no response or lost contact with parent. Record has been closed. Please let us know if the contact information has changed.

Parent declined the orientation and intake appointment.

Orientation and intake appointment scheduled for July 1, 2020.

Parent did not give consent for screening and/or evaluation to determine eligibility, therefore, the record has been closed.

Child received a screening and/or evaluation to determine eligibility for IDEA/Part C services; parent declined signing a consent authorizing IDEA/Part C to release eligibility results.

Child referred at 34.5 months of age or older. Referral was not processed. Family should contact local school district.  
School District Contact:

**SECTION 3: ELIGIBILITY STATUS (COMPLETED AND SENT BY INTAKE COORDINATOR)**

**A SIGNED CONSENT TO RELEASE INFORMATION TO THE REFERRAL SOURCE MUST BE ATTACHED IF INFORMATION IN SECTION 3 IS TO BE SHARED.**

**Child is eligible for IDEA/Part C** and has been referred for Service Coordination and development of an Individualized Family Service Plan.

**Record closed for the following reason:**

Parent declined the eligibility evaluation:  
 Screening was declined       Screening showed no concerns       Screening showed concerns

Eligibility evaluation results indicate child is **not** eligible for IDEA/Part C at this time.

Child is eligible for IDEA/Part C; family declined services.

**For more information or a full copy of the IFSP,  
please contact the IDEA/Part C Eligibility staff listed above.**