

SOUTH EAST Consortium for Special Services Inc.

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Dear Friends,

I want to thank you for inquiring about the South East Consortium for Special Services and how we might work together to provide programs and services for your child, family member or guardian.

Enclosed you will find some forms which need to be completed. The forms marked with an asterisk (*) are required by the New York State Office of Mental Retardation and Developmental Disabilities (OMRDD), our major source of funding, to determine eligibility for possible funding assistance.

- * IEP with IQ Scores
- * Annual Review with IQ score (for adults)
- * Vineland or other Adaptive Behavior Scales
- * DDP1 Form (required for registration with state funding source)

Admissions and Medical Form: Please complete and ensure the medical form is under the signature of a licensed physician. *If your applicant is to participate in Special Olympics a separate medical form is required which will be provided.*

Please note we are requesting your permission to share confidential information with New York State OMRDD to determine possible funding eligibility.

You are also asked to complete the Parent Questionnaire and, if possible, have the Teacher Questionnaire completed (applicants up to age 21). The more information we have regarding an applicant's needs and interests will better ensure a positive experience.

Once you have completed the forms please forward to the South East office. A program supervisor will contact you to arrange for an in-take appointment and to further discuss program opportunities with you.

On behalf of The Southeast Consortium for Special Services I look forward to hearing from you soon.

Sincerely,



Jerry Peters
Executive Director

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