

WCSD Assistive Technology Team Student Intake Form

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- Assistive Technology (AT) (IDEA, 2004): a device or service that is determined by an IEP team to be necessary to provide a student with educationally relevant and necessary access to a Free and Appropriate Public Education in the least restrictive Environment (LRE).
 - Assistive technology device (IDEA, 2004): any item, piece of equipment, or product system, whether acquired commercially off the shelf, modified, or customized, that is used to increase, maintain, or improve the functional capabilities of a child with a disability. The term does not include a medical device that is surgically implanted, or the replacement of such device.
 - Assistive technology service (IDEA, 2004): any service that directly assists a child with a disability in the selection, acquisition, or use of an assistive technology device
- IEP teams are responsible for considering whether a student may need AT
- AT devices and services may available at school sites
- School teams are responsible for AT implementation
- The AT team provides guidance to school teams in making AT decisions when needed
- The AT team may also assist school teams in obtaining needed resources, materials, and training that may not be available at school sites

**If school sites have needed resources, materials, and knowledge to provide AT for the student, an AT assistance request is not necessary. **

Student:	Birthdate:	Student ID#:	Eligibility:	Grade:
School:	Phone:	Case Manager:		
Related Services: Speech___ OT___ PT___ VI___ Other___		Parent/Guardian:		
Names of related service providers:				

Type(s) of assistance needed:

- ☐ Guidance:

☐ AT decision making/consideration
☐ Site based assessment of AT needs

☐ Using existing resources
☐ Writing AT in the IEP
- ☐ Training from an AT specialist
☐ Obtaining needed resources, devices, or materials (loan from AT department)

Areas of AT concern:

- ☐ Reading
☐ Accessing print materials
☐ Written Expression
☐ Handwriting
☐ Spelling
☐ Communication

☐ Math
☐ Other academic subjects
☐ Organization
☐ Physical access to educational materials (i.e.: books, toys, computer)
☐ Participation in inclusive setting
☐ Other

Date Rec'd AT dept: _____

Educational Settings:

- ☐ Resource ☐ Push-in ☐ Pull-out ☐ Combination
☐ Self-Contained ☐ CLS ☐ Strategies ☐ SIP ☐ Social Resource ☐ Early Childhood ☐ Other _____
_____ % in general education Community Settings: _____
☐ Student has a behavior plan

Please list strategies, supports and/or materials already tried and available at the school site:

How is the need for AT currently described in the IEP (PLOPs, goals and objectives, supplementary aides and services)?

A statement of student needs, in regard to AT has been made in the Present Levels of Performance and a service delivery type has been selected.

Minutes have been added to the services delivery line in related services.

In the AT tab, the need has been documented i.e.: speech-to-text, Accessible Educational Materials, communication device, etc.

The question in Consideration of Special Factors has been answered, "Yes" and it is marked that AT is addressed in the IEP.

All of the above must be done before an AT Specialist can meet with the team. In some instances, if you have notified your schools AT specialist and the parent, the AT specialist may be able to come to the revision meeting in which AT is being discussed.

Site staff available to help implement AT – Name/title:

Person completing form:	Date:
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Please return to sjhowe@washoeschools.net or through school mail to Reed HS portable 611/612. Once the AT office receives this form Sue will be in touch with you to collect any other information needed based on the answers on this form. Once all requested information has been received, the AT specialist assigned to your school will contact you with the next steps in the process.

Thank you for contacting the AT Team!