**Section 500.75 Eligibility Determination**

a) The Service Coordinator shall, with informed parental consent:

1) Assist the family in developing an evaluation plan that lists testing activities needed to collect the information and the appropriate available enrolled providers chosen by the family to conduct the tests;

2) Arrange for the evaluation plan to be implemented; and

3) Obtain evaluation reports, including statements of evaluator findings related to the child's eligibility status and the child's functioning level, unique strengths and needs in the developmental areas tested and the services appropriate to meet those needs in all of the following five developmental domains:

A) cognitive development;

B) physical development;

C) communication development;

D) social or emotional development; and

E) adaptive development.

b) A provider must hold an Evaluation/Assessment credential to conduct evaluations and assessments to determine initial eligibility or the need to add a new service to the IFSP. Providers shall conduct authorized evaluations and provide reports to the Service Coordinator within 14 calendar days after the receipt of the request to perform an evaluation.

c) After sufficient information has been collected to determine eligibility status, the Service Coordinator shall ensure that eligibility is determined as set forth in Section 500.50. Existing records and evaluation reports may be used to assist with the evaluation and assessment process. Evaluations and assessments used in the eligibility determination and/or IFSP development process must have been completed no more than six months prior to the child's eligibility determination and/or IFSP development.

d) If the child is determined eligible, the Service Coordinator shall:

1) Inform the parent in writing that the child was determined eligible; and

2) Assure completion of further comprehensive evaluation/assessment activities with the family.

e) If the child is determined ineligible, the Service Coordinator shall provide the parent with prior written notice and include in the notice information about the parent's right to dispute the eligibility determination through the dispute resolution mechanisms such as requesting a Due Process Hearing under Section 500.140 or Mediation under Section 500.145 or filing a State Complaint under Section 500.170. The Service Coordinator shall close the case as set forth in Section 500.105. Written notice shall be consistent with the requirements of Section 500.165.

f) With informed parental consent, the Service Coordinator shall notify the referral source in writing of the status of the referral.

(Source: Amended at 38 Ill. Reg. 11086, effective May 12, 2014)