

DEPARTMENT OF HEALTH AND SOCIAL SERVICES

DIVISION OF MANAGEMENT SERVICES

Statutory Authority: 16 Delaware Code, Sections 210-218 (16 Del.C. §§210-218)

GENERAL NOTICE

NOTICE OF PUBLIC COMMENT

Birth to Three Early Intervention System

Notice of Public Participation: Public comment for revisions and new policies in the Delaware's Infants and Toddlers Early Intervention Program Policies and Procedures Manual Under Part C of the Individuals with Disabilities Education Act (IDEA)

The Department of Health and Social Services, Birth to Three Program has revised and, in some cases, developed new policies that will better support the comprehensive, high quality implementation of Delaware's Infants and Toddlers Early Intervention Program.

In order to meet the public participation requirements under §441 of the General Education Provisions Act (GEPA) at 20 USC 1232d(b)(7)(B) and Part C of the IDEA at 34 CFR §303.208, the Birth to Three Program, as lead agency for implementation of Part C of the IDEA in Delaware, is publishing the draft revised policies and procedures for the Infants and Toddlers Early Intervention Program. The draft manual and additional documents will be available for public review at: <https://dhss.delaware.gov/dhss/dms/epqc/birth3/publicnotice.html> for 60 days beginning **May 1, 2020 through June 29, 2020**.

The purpose of the public participation period is to gather comments regarding the new and revised policies and procedures that serve as the guide to how early intervention practices shall be carried out in Delaware. The Birth to Three Program is interested in information that would assist us in maintaining a statewide, comprehensive, coordinated, multidisciplinary, interagency system of early intervention services for infants and toddlers and their families.

The opportunity for public comment on the draft policies and procedures is available for 30 days beginning May 30, 2020 through June 29, 2020. Comments will be accepted from the general public, including parents of infants and toddlers with disabilities, providers of services, advocacy groups and organizations and other stakeholders in the state. In addition, two public hearings* will be conducted on the dates and times noted below:

**Please note: Due to the COVID-19 pandemic, these public hearings will be conducted virtually. We will have available a Spanish language interpreter and English closed captions for each online meeting. Please contact Pam Weir, Assistant Part C Coordinator for the Birth to Three Program, at Pam.D.Weir@Delaware.gov or 302-255-9134 48 hours prior to the virtual meetings if you need other accommodations to participate so that we have ample time to make the arrangements.*

Procedures for Submitting Comments on the Draft Policies and Procedures or Attending One of the Public Hearings

1. Comments may be provided to the Birth to Three Program in several ways.

- a. Mail:

Birth to Three Program

Herman M. Holloway, Sr. Campus

1st Floor, Main Administration Building 1901 N. DuPont Highway

New Castle, DE 19720

- b. Online comment form:

[Birth to Three Policies and Procedures Comment Form](#)

- c. Verbal comment at one of the following virtual public hearings:

June 17, 2020

11:00 am - 12:30 pm EDT

<https://wested.zoom.us/j/757340350>

Meeting ID: 757 340 350
US Toll-free 877 369 0926 or 877 853 5247

June 18, 2020
5:00 pm – 6:30 pm EDT
<https://wested.zoom.us/j/688290084>

Meeting ID: 688 290 084
US Toll-free 877 853 5247 or 877 369 0926

There are four documents that you may review:

- *Delaware's Infants and Toddlers Early Intervention Program Policies and Procedures Manual*
- *Guide to Parent Rights* (Please note: The stock photos used in this draft will be purchased following the 60-day review period and will not have the stock watermark on them once finalized. In addition, this booklet will also be translated into Spanish.)
- *Prior Written Notice Form* (This will be made available in Spanish once finalized.)
- *Dispute Resolution Request Form* (This will be made available in Spanish once finalized.)

Responses to individual questions and comments will not be provided; however, the Birth to Three staff will review and consider all comments and make any modifications to the documents that are deemed necessary. The Birth to Three Program must receive your comments no later than June 29, 2020.

Thank you.

***Please Note: The draft revised policies and procedures are available here as PDF documents:**

[http://regulations.delaware.gov/register/may2020/general/Birth to Three Policies and Procedures Manual.pdf](http://regulations.delaware.gov/register/may2020/general/Birth%20to%20Three%20Policies%20and%20Procedures%20Manual.pdf)
[http://regulations.delaware.gov/register/may2020/general/Birth to Three Guide to Parent Rights.pdf](http://regulations.delaware.gov/register/may2020/general/Birth%20to%20Three%20Guide%20to%20Parent%20Rights.pdf)
[http://regulations.delaware.gov/register/may2020/general/Birth to Three Prior Written Notice.pdf](http://regulations.delaware.gov/register/may2020/general/Birth%20to%20Three%20Prior%20Written%20Notice.pdf)
[http://regulations.delaware.gov/register/may2020/general/Birth to Three Dispute Resolution Request.pdf](http://regulations.delaware.gov/register/may2020/general/Birth%20to%20Three%20Dispute%20Resolution%20Request.pdf)

23 DE Reg. 945 (05/01/20) (Gen. Notice)