



Connecting to Care

Thank you for your recent interest in an *Assistive Technology* student referral.

Connecting to Care (CtoC) is a Nonpublic Agency (NPA), certified through the Department of Education, providing services through a SELPA Master Contract. CtoC provides Assistive Technology Services (ATS) to your student(s) through an Individual Service Contact (ISA). AT Manager, Geoffrey Barley provides direct services and Business Administrator, Marnie Yorton provides administrative support.

Assistive Technology Services: assessment, programing & training, team collaboration, reporting and travel, are billed at \$125 per hour, mileage is billed at current IRS mileage rate.

Please provide the **Connecting to Care Intake Packet** to your student's parent(s) for completion to the best of their ability. Page 3 of the Intake Packet includes an **Authorization for Use or Release of Information**, which requires a parent or guardian signature. Services will be scheduled after all documents are received.

Please return the following items in order to initiate services:

- Connecting to Care Intake Packet (Parent)
- Parent Signed Authorization for Use or Release of Information (page 3 of the Intake Packet)
- Primary contact person for purposes of scheduling; name, phone number and email address
- Per the SELPA Master Contract, Signed Individual Service Agreement (ISA)
 - Assessment require a minimum of 6 hours including 1 hour of in school observation
 - Ongoing services to be determined as needed
- Due dates for Quarterly/Trimester and Annual Progress Reports.
- Copy of the most recent
 - Individual Education Plan (IEP)
 - Speech and Language Report
 - Occupational Therapy Report

Please return requested document via *mail, fax* or *email* to:

Marnie Yorton, marnie@connectingtocare.org