

POSM Protocol R1-03: Public Awareness and Child Find	
Category	Access and Quality
Purpose	The public, including all primary referral sources within the community, are aware of the local Part C early intervention system and the process for making referrals to the central point of entry.
IDEA Foundation(s)	<p>34 CFR § 303.301 specifies that a lead agency must have a public awareness program that “informs parents of the availability of early intervention services” and “disseminates to all primary referral sources (especially hospitals and physicians) the information to be given to parents of infants and toddlers, especially parents with premature infants or infants with other physical risk factors associated with learning or developmental complications.” Localities must also “adopt procedures for assisting the primary referral sources...in disseminating the information...to parents of infants and toddlers with disabilities.”</p> <p>→ <i>In its evaluation, the SLA would expect to find written public awareness procedures that address the methods to be used for planning and distributing public awareness information and the roles of agencies and individuals in the community involved in public awareness activities.</i></p> <p>34 CFR § 303.302 specifies that each system must include "a comprehensive child find system that...includes a system for making referrals to lead agencies...that (i) includes timelines; and (ii) Provides for participation by the primary referral sources. Each locality must also have “rigorous standards for appropriately identifying infants and toddlers with disabilities for early intervention services under this part that will reduce the need for future services.” As part of the child find system” the locality “must ensure that— (1) All infants and toddlers with disabilities in the State who are eligible for early intervention services under this part are identified, located, and evaluated... and (2) An effective method is developed and implemented to identify children who are in need of early intervention services. The lead agency...must ensure that the child find system under this part...is coordinated with all other major efforts to locate and identify children by other State agencies responsible for administering the various education, health, and social service programs relevant to this part...”</p> <p>→ <i>In its evaluation, the SLA would expect to find written child find procedures that address the methods to be used for planning child find activities and the roles of agencies and individuals in the community involved in child find activities.</i></p>

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Local Part C Contract Requirement(s)	2.1.2.d.(1) – [Develop and implement written local procedures as follows:] ... “Public awareness and child find procedures that address the methods to be used for planning and distributing public awareness information and the roles of agencies and individuals in the community involved in public awareness activities.”
Responsible Party	Part C monitoring team
Frequency and Method	1x/POSM cycle; desk audit and interview(s)
Data Source(s)	<ul style="list-style-type: none"> Documentation provided by locality [e.g., local policies and procedures; local contract(s); local memorandum/a of agreement, etc.] Interview(s)
Amount of Data	<ul style="list-style-type: none"> Documentation; varies by locality; identified during POSM planning call w/ locality and throughout discovery Interview(s); varies by locality; determined by Part C monitoring team with LSM input
Compliance Criteria	Evidence of requirement(s) as demonstrated by written public awareness and child find procedures that address the methods to be used for planning and distributing public awareness information and the roles of agencies and individuals in the community involved in public awareness activities.
Monitoring Summary	The Part C monitoring team will review the local system’s child find plan and interview the LSM and staff identified by the LSM to participate. During the interview, team members are listening for consistencies in implementation of the child find plan as written.
Required Action(s)	<ul style="list-style-type: none"> If a child plan is sufficiently documented and current and interview(s) support effective implementation, no further action(s) required. -OR- If a child plan is insufficiently documented and/or not current, or if interview(s) do not support effective implementation, the locality must within ninety (90) days of notification of finding(s) develop and/or update child find procedures (for SLA review and approval) and subsequently implement its child find plan as soon as possible but in no case later than nine (9) months post notification of finding(s).

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Revision History

- Original: 2024-10
- Revised: 2025-08
 - IDEA Foundation(s): ADDED detailed descriptions
 - IDEA Foundation(s): ADDED “*In its evaluation...*” to item(s) for additional context
 - Compliance Criteria: REMOVED “(above)”
 - Monitoring Summary: Edited to reflect actual practice
 - Table: Formatting changes
 - Footer: Specified ORIG date; added REV date

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