

Timelines for Referral, Evaluation (Initial and Reevaluation), Eligibility, and IEP Development/Implementation

Guidelines for Local Education Agencies*

Rhode Island Department of Education Office of Student, Community, and Academic Supports

Referral	
10 school days	The public agency must conduct a meeting of the Evaluation Team within 10 school days of the receipt of a referral to determine whether a special education evaluation is needed. The Evaluation Team is comprised of qualified professionals and the parent, including members described in §300.321.
10 school days	If an evaluation is needed, it must start no later than 10 school days after the receipt of parental consent to evaluate. (Should the parent not notify the agency of his/her consent within 5 school days, the agency must document its efforts to obtain consent. Should parental consent not be obtained within 15 school days, the Evaluation Team must reconvene.) If it is determined that an initial evaluation is not needed, the evaluation team shall consider referring the student's case back to general education for appropriate action.
Evaluation/Eligibility/IEP	
60 calendar days:	Within 60 calendar days of parental consent to evaluate: Child must be evaluated and a written Evaluation Team report provided. An Eligibility Team meeting must be convened to determine whether the child has a disability and is in need of special education and related services. The Eligibility Team is comprised of qualified professional and the parent.
15 school days:	If determined eligible, an IEP meeting convening members described in §300.321-322, must be conducted and an IEP is developed and special education and related services are made available to the child in accordance with an IEP within 15 school days of the eligibility determination.
	10 school days: Following the development of the IEP, special education and related services must be made available in accordance with the IEP as soon as possible, but not later than by 10 school days.
Reevaluation	
60 calendar days	The public agency must conduct reevaluations and determine continued eligibility, and, when eligibility continues, make available continued services in accordance with timelines and provisions of reevaluation and evaluation procedures in §300.303-311.
Not more than 1x per year	Reevaluation limitations: May not occur more than once per year, unless the parent and public agency agree otherwise; and
Every 3 years	must occur at least once every 3 years, unless the parent and public agency agree that a reevaluation is unnecessary.

*These guidelines are intended to assist public agencies with implementation of *Regulations Governing the Education of Children with Disabilities* adopted on December 19, 2007 by the Rhode Island Board of Regents for Elementary and Secondary Education and effective July 1, 2008. References regarding these timelines can be found in Regulations §300.300, §300.301, §300.303 - §300.311, §300.321, and §300.323.