

The Partnership Project



Thank you for your interest in the **Partnership Project**. The Washington State Center for Childhood Deafness and Hearing Loss (CDHL), Listen and Talk and Hope School look forward to working with your team. Together we can enhance knowledge and skills and work to improve educational outcomes for students who are deaf or hard of hearing.

To maximize the benefit of teaming, the **Partnership Project** will need critical input as we work together to develop a plan. The following details the information needed before visits can be scheduled with your team. *Please note that the first available appointment may be 4 weeks after all documents are received.*

- 1) Complete and return Intake Form
- 2) Return signed Release of Information
- 3) Complete and return Student History Form
- 4) Fax/Email pertinent documents (IEP, 504 Plan, Evaluations, etc.) to CDHL
- 5) Sign and return Services Agreement

Consultants with the **Partnership Project** customize each visit to address the unique needs of a team, which is defined as all school-based faculty/staff working with the child, the family, and our Partnership staff. The following list details the tasks that will be completed prior to the first Partnership visit:

- 1) Partnership staff review student history and records.
- 2) Partnership staff contact designated team member to discuss scheduling options.
- 3) All team members--- including the family--- complete a brief online survey to identify concerns, questions, priorities and common goals for this collaborative process.

The number of recommended visits on your Services Agreement reflects your team's reason for requesting Partnership support *and* the ratings assigned on the Student History form. Please note that the length of each visit reflects the concerns, questions, priorities and common goals identified through communication between the team members. The following elements are essential in this consultative relationship:

- 1) Open and prompt communication between all of the various team members.
- 2) Sufficient time for Partnership staff to observe the student in different settings, including classroom and individual services delivered by school-based team members.
- 3) Dedicated time (60-90 minutes) for all members of the team to meet, discuss and create an action plan which addresses the concerns, questions, priorities and common goals.
- 4) Partnership staff provide a written summary within 48 hours of each visit, detailing the purpose of the visit, topics addressed, resources and an action plan.

We understand that this may involve release time and we will do everything possible to minimize the impact on typical daily schedules for school-based team members and the student's family.

Thank you again for your support of school-based teams and students. Please don't hesitate to contact me with any questions you may have and we look forward to collaborating!

Sincerely,

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Director, CDHL

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Outreach Director, CDHL

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Executive Director, Listen & Talk

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