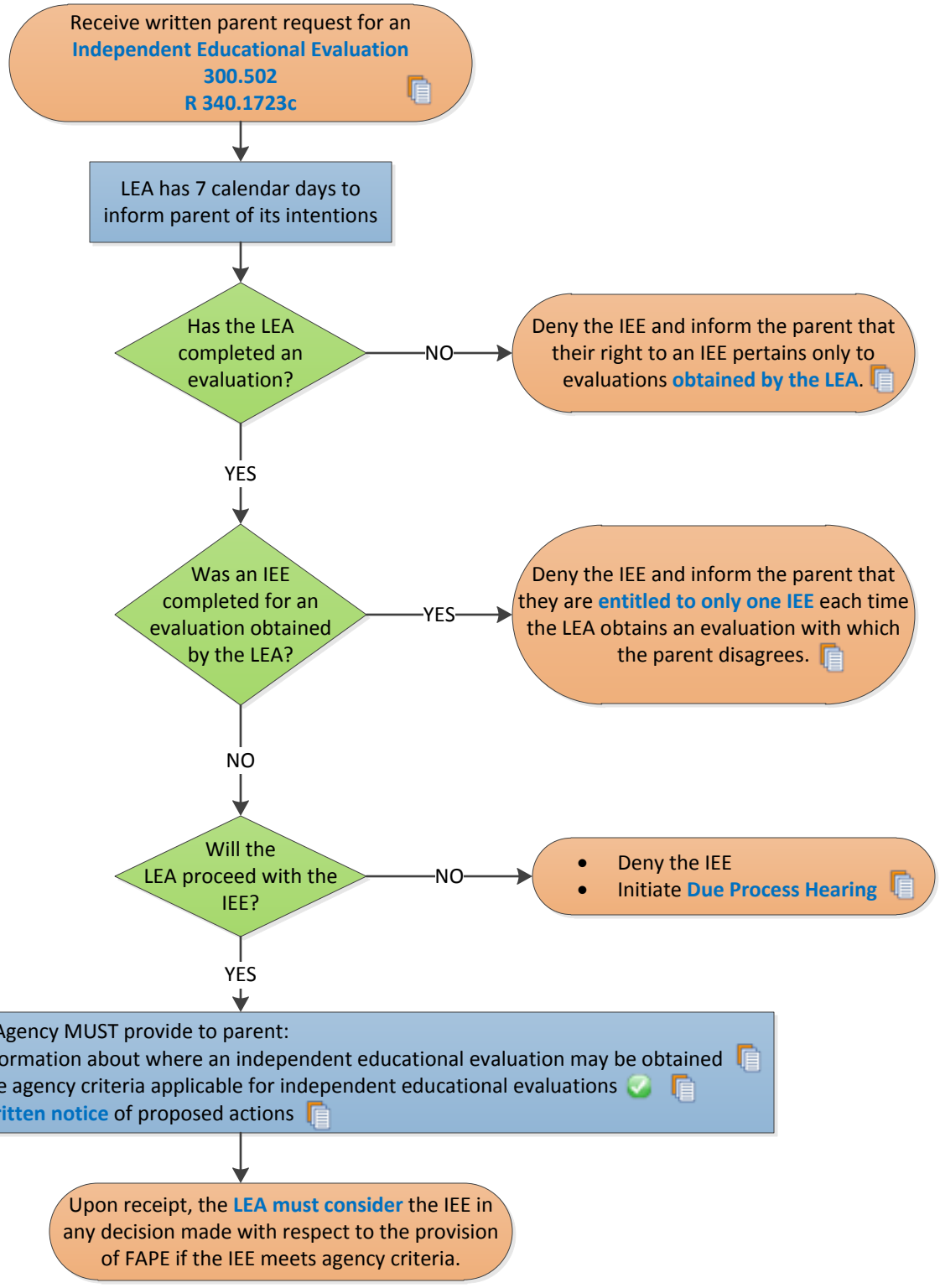
Independent Educational Evaluation (IEE) Process Flow Chart

Purpose: To provide an overview of the procedural requirements for responding to a parent request for an Independent Educational Evaluation.

Data | Decision | Document | Process | Sub-Process | Start/End Point

Key		
	=	Click to play
	=	Go to the next chart
	=	Checklist of key activities
	=	Document



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R 340.1723c Right to independent educational evaluation.

Rule 23c.

1) Each public agency shall provide parents with information about independent educational
2) evaluations at public expense. The information shall include all of the following:
    a. Criteria regarding credentials for qualified examiners.
    b. Suggested sources and locations.
    c. Procedures for reimbursement.
    d. Reasonable expected costs.
    e. Notification that the parent is not restricted to choosing from sources suggested by the public agency.
3) A parent has the right to an independent educational evaluation at public expense if the parent disagrees with an evaluation obtained by the public agency. A parent is entitled to only 1 independent educational evaluation at public expense each time the public agency conducts an evaluation with which the parent disagrees. The parent shall submit the parent's disagreement and request in written, signed, and dated form. However, the public agency may initiate a hearing under R 340.1724 to show that its evaluation is appropriate. The public agency shall respond, in writing, to the request within 7 calendar days of its receipt by indicating the public agency's intention to honor the request or to initiate the hearing procedure under R 340.1724. If the hearing officer determines that the evaluation is appropriate, then the parent still has the right to an independent educational evaluation, but not at public expense.
4) The public agency shall disclose to the parent, before evaluation, whether the examiner who was contracted to provide an independent educational evaluation provides services to the public agency that are in addition to the independent educational evaluation.
5) An independent educational evaluation shall not be conducted by an examiner or examiners who otherwise or regularly contract with the public agency to provide services, unless the examiner or examiners are agreeable to the parent.

IEE Information Checklist

- Criteria regarding credentials for qualified examiners
- Suggested sources and locations
- Procedures for reimbursement
- Reasonable expected costs
- Notification that the parent is not restricted to choosing from sources suggested by the public agency

Examiner Qualifications Checklist

- ☐ School Psychologist – MDE Certification
- ☐ Psychologist – Full Licensure by the State of MI
- ☐ School Social Worker – MDE Approval & Licensure by the State of MI
- ☐ SLP – ASHA Certification or Certification as a Teacher of the Speech and Language Impaired
- ☐ OT – Registration with both the AOTA and State of MI
- ☐ PT – Licensure by the State of MI
- ☐ Audiologist – Licensure by the State of MI
- ☐ Orientation and Mobility Specialist – AERVI Certification
- ☐ School Nurse – Registration with the State of MI and Certification by the MDE