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| **TYPES AND LOCATIONS OF EARLY INTERVENTION RECORDS****BIRTH TO 3 PROGRAM** |
| Use of this form is voluntary. Use of this form meets the requirements of Part C regulations § 303.408.  |
| Child’s Name | Date of Birth |
|       |       |
| Today’s Date | Enrollment Date | Discharge Date |
|       |       |       |
| Parents may request information regarding the type and location of early intervention records collected, maintained or used for their child. Parents must receive annual notification of their rights regarding early intervention records. If records are stored using more than one format, programs/agencies must identify what format the records are stored. Programs/agencies must also identify the content of each format, location and responsible department and title of official responsible for that department. |
| Content of Record* Adjust content to reflect actual record
 | Type of Record[[1]](#footnote-1) | LocationProgram/Agency Name | Department and title of official responsible for compliance with Part C §303.415 for each record type and location listed. |
|       |       |       |       |
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|       |       |       |       |

1. Type of record refers to the format or manner in which the record is maintained (e.g. Paper, electronic, etc.) [↑](#footnote-ref-1)