

Exceptional Family Member Program Resource Directory

**Army Community Service
Tobyhanna Army Depot
Pennsylvania
FY 2011**

**EXCEPTIONAL FAMILY MEMBER PROGRAM (EFMP)
RESOURCE DIRECTORY**

TOBYHANNA ARMY DEPOT, PENNSYLVANIA

The Tobyhanna Army Depot (TYAD) Army Community Service (ACS) publishes and updates a resource directory listing services available to exceptional family members while assigned, attached, or residing at TYAD. The EFMP Resource Directory provides general information about the programs and services that may assist exceptional family members. ACS encourages you to use this directory to identify support and services when arriving at TYAD. For specific information on a service or program, please contact the ACS EFMP Manager or the agency directly.

EFMP Manager

**Heather Fiedler
Chief/ACS**

GENERAL INFORMATION

The EFMP is a mandatory enrollment program that is based on public law and Department of Defense (DOD) mandates. The EFMP is a comprehensive and multidisciplinary program that interfaces with other military and civilian agencies to provide comprehensive and coordinated medical, educational, housing, community support and personnel services to military families with special needs.

DEFINITION OF AN EXCEPTIONAL FAMILY MEMBER

Any family member who is required to see a medical specialist more than twice a year, enrolled in a special education program at school, or may be receiving mental health services. Other special needs qualifications for enrollment are as follows:

- * Physical disabilities
- * Visual impairments
- * Asthma and/or allergies
- * Speech/language delays
- * Hearing impairment
- * Mental health counseling or therapies
- * Special education requirements
- * Developmental delays

Many other special needs may qualify an individual for enrollment and services.

FEDERAL LAWS AFFECTING INDIVIDUALS WITH DISABILITIES

As exceptional families, you need to be aware of key legislation that has had an impact on the education and opportunities of individuals with disabilities and how all education institutions, including those operated by the military, have been affected.

The rights of individuals with disabilities were significantly strengthened with the passage of the following Federal laws and their periodic amendments:

Public Law 93-112, The Rehabilitation Act of 1973

Public Law 94-142, The Education of All Handicapped Children Act of 1975

Public Law 98-524, The Vocational Educational Act of 1984

Additional laws providing civil rights and service programs:

Public Law 90-480, Architectural Barriers Act of 1968. This legislation requires that certain Federally owned, leased or funded buildings and facilities are accessible to individuals with physical disabilities.

Public Law 93-380, The Family Education Rights and Privacy Act of 1974. This law gives parents of students under the age of 18, and students age 18 and over, the right to examine the records kept in the student's personal file.

Public Law 99-401, Temporary Child Care for Handicapped Children and Crisis Nurseries Act of 1986. This law is actually part of a larger Federal Law, the Children's Justice Act.

Public Law 101-336, The Americans with Disabilities Act (ADA) of 1990. The ADA, based on the concepts of the Rehabilitation Act of 1973, guarantees equal opportunity for individuals with disabilities in employment, public accommodation, transportation, state and local government services, and telecommunications. It is the most significant Federal law assuring the full civil rights of all individuals with disabilities.

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PARENTS' RIGHTS IN THE SPECIAL EDUCATION PROCESS

The right to initiate evaluation if you think your child is in need of special education or related services (See Appendix A).

The right to a free, appropriate, public education for your child. "Free" means at no cost to you, as parents. "Appropriate" means meeting the unique educational needs of your child.

The right to have your child tested in the language s/he knows best. For example, if your child's primary language is Spanish, this is the language in which s/he must be tested. Also, students who are deaf, have the right to an interpreter.

The right to informed consent. "Informed consent" means you understand and agree in writing to the evaluation and educational program decisions for your child. Your consent is voluntary and may be withdrawn at any time.

The right to review all of your child's records. You may obtain copies of these records, but the schools may charge you a reasonable fee for the copies. Only parents and those persons directly involved in the education of your child will be permitted access to personal records. If you feel that any of the information contained in your child's records is inaccurate, misleading, or violates the privacy of your child, you may request the information be changed. If the school refuses your request, you then have the right to request a hearing in order to challenge the questionable information in your child's records.

The right to participate in the development of your child's Individualized Educational Program (IEP). The school must make every possible effort to notify you of the IEP meeting and arrange it at a time and place that is convenient for you. Remember, your child's IEP cannot be implemented without your written consent.

The right to have your child educated in the least restrictive setting possible. Every effort should be made to develop an educational program, which will provide the greatest amount of contact with non-disabled children.

WHAT ARE PARENT RESPONSIBILITIES IN THE SPECIAL EDUCATION PROCESS?

Develop a partnership with the school. Share with the school relevant information about your child's abilities and behaviors, as well as any concerns you may have about your child's education.

Understand the program specified on the IEP before agreeing to it. Ask yourself if what is planned corresponds with your knowledge of your child's needs.

Check your child's progress. If your child is not progressing, discuss it with the teacher and determine if the IEP should be modified.

Discuss any problems that may occur with your child's assessment, placement, or educational program with the school. It is best to try to resolve these problems directly with the school or district.

Keep records. It is easy to forget information about your child's education if it is not written down.

Join a parent organization. In addition to offering the opportunity to share knowledge, experiences and support, a parent group can be an effective tool.

WHAT IS THE IEP PROCESS AND WHAT CAN I OFFER TO THE IEP PROCESS?

Before attending the IEP meeting, make a list of things that your child can do and a list of things that you think your child should learn during the school year. Check your list with the school's list of skills to be included in the IEP. Discuss any differences between the lists. Take notes about your child's behavior that could interfere with the teaching process. Discuss the methods that you have found successful in dealing with these behaviors.

Bring any information that the school may not already have. Examples include copies of medical records, past school records, and past evaluation results. You can also add real life examples of your child's abilities.

If other professionals will be working with your child, be sure to ask what services they will be providing and how these services will affect your child's growth.

Ask what you can do at home to support school programs. Many skills that your child learns at school can be used at home. Ask to meet with the teacher when your child is learning a new skill that could be practiced at home.

Make sure the goals and objectives on the IEP are specific. This will ensure that everyone teaching your child is working toward the same goals. Be sure that you understand and agree with each of the goals and objectives on the IEP before signing it.

After the IEP meeting is over, your job as a parent is not finished. You should follow your child's progress throughout the year. Ask for reports on your child's progress.

Education should be a cooperative effort. If, at any time, you and the school cannot reach an agreement over your child's educational needs, ask to have another meeting. This would allow time for you and the school to gather more information and data. If, after a second meeting there is still a conflict over your child's program, you can ask for a due process hearing (See Appendix B).

In January 2004, the US Army Community and Family Support Center (USACFSC) through Army Community Service (ACS) and Child and Youth Services (CYS) commissioned the Military Child Education Coalition to design and implement a study on transition challenges

faced by families participating in the EFMP. Copies of this study are available at the EFMP Manager's office, ACS, Building 1015. If you are relocating to another installation, please ensure you review the "Transitioning a Special Needs Student" checklist (See Appendix C).

TOBYHANNA ARMY DEPOT AGENCIES

EFMP PROGRAM MANAGER, ARMY COMMUNITY SERVICE

Bldg. 1015, 11 Hap Arnold Blvd.

Tobyhanna, PA 18466-5044

Telephone: (570) 615-8371 **DSN:** 795-8371

POC:

Serves as the point of contact for all military families seeking information in reference to the care, treatment, and education of exceptional family members. Provides advocacy services for children and adults. Maintains a listing of military and civilian education and health-related services for TYAD and the surrounding area.

HOUSING OFFICE

Bldg. 11, 11 Hap Arnold Blvd.

Tobyhanna, PA 18466-5090

Telephone: (570) 615-7970 **DSN:** 795-7970

POC: Frank Simko

There are 42 family housing units, two of which are handicap accessible. Soldiers assigned to TYAD who have exceptional family members should contact the EFMP Manager and Housing Manager for assistance.

CHILD, YOUTH AND SCHOOL AGE SERVICES

Bldg. 221, 11 Hap Arnold Blvd.

Tobyhanna, PA 18466-5044

Telephone: (570) 615-6148 **DSN:** 795-6148

POC: Anne Wombacker

Before a child is enrolled in Child, Youth and School Age Services, parents will meet with the Chairperson of the Special Needs Accommodation Process (SNAP) Team. The child's developmental level and any special needs are discussed to assist with proper placement within the program. Parents will be given all assistance necessary to help them fully understand the program and services available, to make their child's time at the center a positive, developmentally appropriate experience.

The SNAP is responsible for:

- Establishing criteria for screening children prior to and after registration.
- Establishing and maintaining individual records on children.
- Recommending modifications to the physical environment.
- Adapting lesson plans to suit the child's needs.
- Meeting with parents concerning problems noted during child's enrollment in the system.
- Serve as resource and referral source for all child development programs.
- Coordinating with outside agencies for services.
- Ordering special adaptive toys and equipment for use.
- Providing educational materials/resources to parents upon request.

MIDDLE SCHOOL AND TEEN SERVICES

Bldg. 1006, 11 Hap Arnold Blvd.

Tobyhanna, PA 18466-5044

Telephone: (570) 615-7472 **DSN:** 795-7472

POC: *Lee Papa*

Middle School and Teen Services (MST) are designed to offer middle school and youth a wide range of educational, recreational and leisure opportunities ranging from instructional to sports programs. The program also offers a Computer Lab and Homework Center, both with instructors. All children must be enrolled in Child, Youth and School Age Services.

RELOCATION SERVICES

Bldg. 1015, 11 Hap Arnold Blvd.

Tobyhanna, PA 18466-5044

Telephone: (570) 615-6682 **DSN:** 795-6682

POC: *Linda Kerr*

All arriving military who in-process through ACS are provided with a Welcome Packet. The packet contains valuable information about the general area, schools, housing, medical facilities, and local area maps. Newcomer Orientations provide one-to-one depot tours and overviews to familiarize new military members and families with installation services and activities. Pre-departure services are available to prepare soldiers and family members for their Permanent Change of Station (PCS) move. A pre-departure package includes a guide to military moving, PCS tips, cost of living comparison, a needs assessment and more.

SCHOOL LIAISON OFFICE

Bldg. 1001, 11 Hap Arnold Blvd.

Tobyhanna, PA 18466-5044

Telephone: (570) 615-9013 **DSN:** 795-9013

POC:

The School Liaison Office (SLO) provides access to a wide range of resources to facilitate military youth education transition. SLO addresses issues with youth registration in the local school system; collaborates with parents to ensure academic success; educates parents on the local school system policies, procedures and programs and schedules; and coordinates education transition related resources and points of contacts within school and community.

OFF POST AGENCIES

A BETTER TODAY, INC.

21 North Church Street
Hazelton, PA 18201

Telephone: (570) 455-9222 **Hotline:** (570) 344-1444

Hours of Operation: M-F, 0800-2000

Service area: All areas

Services provided: Outpatient counseling services for individuals with substance abuse problems. Specializes in intensive outpatient treatment programs.

Eligibility requirements: Provides services to all ages.

Cost of services: Self-payment, Medicaid, Private insurance, TRICARE

ALCOHOLIC ANONYMOUS

www.alcoholics-anonymous.org

Various locations

Telephone: (570) 424-8532

Service area: Monroe County and portions of adjacent counties

Services provided: Alcoholics Anonymous is a fellowship of men and women who share their experiences, strength and hope with each other that they may solve their common problem and help others recover from alcohol addiction.

Eligibility requirements: A desire to stop drinking.

Cost of services: None.

ALLIED SERVICES, INC.

www.allied-services.org

475 Morgan Highway

PO Box 1103

Scranton, PA 18501-1103

Telephone: (570) 348-1300 / (570) 348-1405

Hours of Operation: M-F, 0800-1630; Hours vary, depending on the program

Service area: Northeastern PA

Services provided: The Allied system includes two rehabilitation hospitals and numerous outpatient rehabilitation centers; a skilled nursing facility; an assisted living facility; vocational, mental health, mental retardation and home care programs; nine apartment complexes for people with disabilities or those who are elderly; a durable medical equipment store; occupational health clinics; a grade school for children with dyslexia and medical office buildings.

Eligibility requirements: Those in need of the services provided.

Cost of services: Dependent on the type of service.

ALZHEIMER'S ASSOCIATION, NE PA CHAPTER

www.alzpa.org

63 North Franklin Street

Wilkes-Barre, PA 18701

Telephone: 800-272-3900

Hours of Operation: Provides a toll free hotline that is available 24 hours a day to receive requests for information.

Service area: Northeastern PA, including Monroe County

Services provided: No one needs to go through Alzheimer's disease alone. They sponsor Support Groups throughout our service area. All of their support groups offer the opportunity to:

- Connect with other families and caregivers who are dealing with the disease and reduce feelings of isolation
- Learn techniques that can help ease the physical and emotional burden for both patient and caregiver
- Share practical ideas and feelings in a supportive setting

The Alzheimer's Association Safe Return program is a nationwide identification program that assists in the safe return of individuals who wander and become lost. The Safe Return Program:

- Offers assistance 24 hours a day, every day
- Immediately faxes a lost individual's information to local law enforcement
- Provides a 1-800 number for citizens or law officials to call if an individual is found
- Offers registration for a \$40 fee, which includes an engraved identification bracelet or other I.D. jewelry. The fee is waived for both bracelets/necklaces for PA residents

Eligibility requirements: All welcome.

Cost of services: None.

AMERICAN CANCER SOCIETY, MONROE UNIT

www.cancer.org

RR #2 Box 2138

Stroudsburg, PA 18360

Telephone: 888-227-5445

Hours of Operation: M-F, 0900-1600

Service area: Monroe County

Services provided: "*Road to Recovery*:" Program that assists ambulatory cancer patients with ground transportation to and from cancer treatment; "*Reach to Recovery*:" Contact with a woman facing a diagnosis of breast cancer by a breast cancer survivor; "*Man to Man*:" A support and education program for those affected by prostate cancer.

Eligibility requirements: Cancer patient or family member.

Cost of services: None.

AMERICAN DIABETES ASSOCIATION

www.diabetes.org

501 North 17th Street

Suite 212

Allentown, PA 18104

Telephone: (610) 435-6700 **Hotline:** 888-DIABETES

Hours of Operation: M-F, 0830-1630

Service area: Northeastern PA, including Monroe County

Services provided: **Lehigh Valley Hospital's** Helwig Diabetes Center offers an array of diabetes education programs and support groups for adults and children with Type 1 and Type 2 diabetes, and gestational diabetes. In addition, the center offers a comprehensive insulin pump program and classes for people diagnosed with pre-diabetes.

St. Luke's Hospital & Health Network offers support groups on topics ranging from meal planning to new medications. In addition, the hospital conducts an education program for people with Type 1 and Type 2 diabetes, and a diabetes and pregnancy program. The hospital has locations in Bethlehem, Allentown and Quakertown. For more information, call 610-954-3025. (Quakertown residents can call 215-538-4575.)

Eligibility requirements: Diabetes patient or family member.

Cost of services: None.

AMERICAN HEART ASSOCIATION

www.americanheart.org

212 East Broad Street

Bethlehem, PA 18018

Telephone: (610) 867-0583

Hours of Operation: M-F, 0900-1700

Service area: Monroe County and Lehigh Valley

Services provided: Blood pressure screening; CPR courses; school materials; programs and information on heart disease, stroke, diet and exercise.

Eligibility requirements: All welcome.

Cost of services: None.

AMERICAN RED CROSS

www.redcross.org

322 Park Avenue

Stroudsburg, PA 18360

Telephone: (570) 476-3800

Hours of Operation: M-F, 0800-1600

Service area: Monroe and Pike County

Services provided: Blood collection; disaster-shelter; clothing and food; CPR, First Aid and water safety classes; emergency communication for military and their dependents; other services for service members and veterans.

Eligibility requirements: Age restrictions on some health courses and must be 17 years old and 105 pounds to donate blood.

Cost of services: Fee for health courses.

ARTHRITIS FOUNDATION

www.arthritis.org

629 North 13th Street

Allentown, PA 18102

Telephone: (610) 776-6632 **Hotline:** 800-355-9040

Hours of Operation: M-F, 0830-1630

Service area: 20 counties in Eastern PA, including Monroe County

Services provided: The Arthritis Foundation and the Pennsylvania Department of Health are pleased to present the Pennsylvania Arthritis Action Plan. This plan was produced in collaboration with over sixty representatives from academic health centers, managed care organizations, physicians, health care professional organizations, rehabilitation centers, community organizations, legislators, and people with arthritis, to name a few. This plan is a call to action to reduce the burden of arthritis for over 3 million Pennsylvanians. Call 215-564-9800 or toll-free (PA only) 1-800-355-9040 to get your free copy of the 2005 Arthritis Awareness magazine. The magazine profiles disease management topics, exercise tips and programs and services offered by the Arthritis Foundation. It is a great resource for anyone affected by a rheumatic disease! Camp JRA (Juveniles Reaching Achievement) is a special place where Pennsylvania children with arthritis and other rheumatic diseases can have fun, learn about their disease, and form social bonds with others who share their challenges. Camp JRA is a six-day residential camping experience for children ages 8 to 18. Campers participate in a variety of activities designed to provide opportunities for personal growth, improved self-reliance, independent functioning, and development of leadership skills.

Eligibility requirements: Arthritis patients and family members.

Cost of services: Membership fees and costs associated with Camp JRA.

ARMY SUBSTANCE ABUSE PROGRAM (ASAP)

Keller Army Community Hospital

900 Washington Road

West Point, NY 10996-1197

Telephone: (845) 938-7691 **DSN:** 688-7691

POC: Helen dePrado, Clinical Director

Hours of Operation: M-F, 0730-1600

Service area: Counties surrounding West Point and Pennsylvania

Services provided: Drug and alcohol screening and counseling; Educational programs for command, units and family members.

Eligibility requirements: Military service members and dependents.

Cost of services: None.

ASSOCIATES IN COUNSELING

PO Box 41

Mountainhome, PA 18342

Telephone: (570) 595-0950

POC: Joanne Storer, MSW, LCSW

Hours of Operation: Day, evening and weekend appointments available

Service area: New Jersey and Pennsylvania, including Monroe County

Services provided: Individual, family and marriage counseling.

Eligibility requirements: Children, teens and adults welcome.

Cost of services: Self-payment, Private insurance, TRICARE

BECK N' CALL

www.beckncall.com

748 A Milford Road

East Stroudsburg, PA 18301

Telephone: (570) 426-7507

Hours of Operation: M-F, 0900-1600; hotline 24 hours a day

Service area: Monroe County and portions of Pike County

Services provided: In home services, including: Around-the-clock nursing care (including respite) by qualified caregivers; long or short-term care for accident victims; assistance with daily activities like meal preparation, home management, and personal care services; food shopping and errand services.

Eligibility requirements: Accident victims, elderly and/or disabled persons, and people with special needs.

Cost of services: Free in-home one hour consultation. Hourly charges for services vary.

BETHESDA DAY TREATMENT CENTER

www.bdtcpa.org

2400 Stafford Avenue

Scranton, PA 18505

Telephone: (570) 344-5960

Hours of Operation: 24 hour crisis hotline

Service area: Monroe, Lackawanna and Luzerne Counties

Services provided: *After School Evening Day Treatment:* Provides intensive community-based treatment, six days per week during high-risk evening and weekend hours. *Alternative Education for Disruptive Youth:* Provides educational services for youth who have failed or been removed from the public school classroom or who demonstrate learning and behavior disorders which cannot be addressed in a regular educational setting. *Specialized Foster Care:* Provides treatment and a therapeutic environment for children when conflict exceeds normal levels in the home. A special emphasis is put on healing the relationship between the client and his/her natural parents. *Outpatient Drug and Alcohol:* Provides a range of services such as assessments, diagnosis, testing, individual, group, and family counseling to those youth and family members who are caught in abuse patterns. *Adolescent Group Home:* Provides 24-hour awake supervision to eight male residents ranging in age from 12 to 17 1/2.

Eligibility requirements: At-risk adolescents, court-referred adolescents, school district referred students for alternative education.

Cost of services: Must contact Program Manager for Per Diem rates.

BLINDNESS AND VISUAL SERVICES

www.aging.state.pa.us

111 North Pennsylvania Avenue

3rd Floor

Wilkes-Barre, PA 18701

Telephone: (570) 826-2361 **TTY:** (570) 826-2361

Hours of Operation: M-F, 0800-1700

Service area: 15 counties in Northeast PA, including Monroe County

Services provided: Offers a wide range of services including home instruction, family counseling, referral to services required, training, vocational counseling and job placement.

Eligibility requirements: All Pennsylvania residents who are blind or otherwise visually impaired. Services are free to persons meeting visual requirements. Some services are based on economic need.

Cost of services: None.

BURNLEY WORKSHOP EMPLOYMENT AND REHABILITATION SERVICES

www.123bears.org

4219 Manor Drive

Stroudsburg, PA 18360

Telephone: (570) 992-6616

Hours of Operation: M-F, 0800-1630

Service area: Carbon, Monroe, Northampton and Pike Counties

Services provided: *Vocational Training Program:* At the manufacturing operation in Snydersville, individuals with barriers to employment perform work for area businesses in a nurturing, closely supervised workshop environment. Established local companies such as Weiler Corporation, Aventis-Pasteur, Patterson-Kelley and Laird Technologies provide long-term contracts as partners with Burnley. *Food Service Program:* Trainees help to prepare meals for their peers and Burnley staff, for senior citizens who gather at the five senior centers around Monroe County and Meals on Wheels. The Food Services Program caters to the public in the Cramer Room, which is a comfortable and well-appointed banquet room. We offer the Cramer Room free of charge for meetings or entertaining provided that catering customers purchase meals or refreshments from Burnley's variety of menu offerings. Caterings provide trainees with yet another opportunity to perform kitchen prep work and be wait staff for events. *Employment Program:* Burnley Workshop Employment And Rehabilitation Services (BEARS) is the largest employment service in the area specializing in matching individuals with disabilities to jobs that fit their wants and abilities with local employers' needs. BEARS staff then trains those individuals to work competitively in the community.

Eligibility requirements: Over age 18, disabled, with the ability to benefit from vocational training.

Cost of services: None.

CARBON-MONROE-PIKE DRUG AND ALCOHOL COMMISSION

www.cmpda.cog.pa.us

724 Phillips Street

Suite A

Stroudsburg, PA 18360

Telephone: (570) 421-1960

Hours of Operation: M-Th, 0830-2100; Outpatient Friday: 0830-1700

Service area: Carbon, Monroe and Pike Counties

Services provided: The Case Management Unit's primary goal is the establishment of a working partnership with its Consumers to:

- o Provide D&A screening and level of care assessment services for those seeking D&A treatment
- o Provide treatment placement services and for those individuals determined to be eligible for SCA funding assistance
- o Provide Intensive Case Management for Consumers who meet eligibility criteria

Prevention Programming, both School & Community-based services, are available to any interested Schools, Community Groups, Religious Groups, Community Coalitions or Employers in the Tri-County area.

Eligibility requirements: Alcohol and/or drug involvement. **Referral Center:** 866-824-3578, for anyone living in the tri-county area who needs a referral to substance abuse treatment (M-F, 0830-1700).

Cost of services: Sliding scale according to income. Accepts Blue Cross NEPA, HMO NEPA, and Geisinger Health Plan.

CARBON-MONROE-PIKE MENTAL HEALTH/MENTAL RETARDATION PROGRAM

www.cmpmhr.cog.pa.us

730 A Phillips Street

Stroudsburg, PA 18360

Telephone: (570) 421-2901 **Hotline:** 800-338-6467 **TTY:** (570) 420-1904

Hours of Operation: M-F, 0830-1630; 24 hour crisis intervention

Service area: Carbon, Monroe and Pike Counties

Services provided: *Mental Health:* Case Management (Service Coordination) is the most critical component of the total MH/MR system. It involves assisting consumers in accessing the system via the Base Service Unit (BSU), assessing financial resources, helping consumers choose appropriate services and coordinating all efforts towards service goals. Intensive Case Management Services are designed to provide individualized linkage and monitoring of mental health and supportive services to a relatively small case load of individuals, adults or children, who require more involvement and contact with their case manager/service coordinator. *Mental Retardation:* Service Coordination (Case Management) is the most critical component of the total MH/MR system. It involves assisting consumers in accessing the system via the Base Service Unit (BSU), assessing financial resources, helping consumers choose appropriate services, advocating for the clients' welfare, and coordinating all efforts toward service goals. Residential Services provide community living arrangements to individuals with mental retardation. Facility-Based Vocational Rehabilitation Services consist of programs which develop vocational skills in workshops and provide employment for mentally disabled consumers. Early Intervention Programs are for infants and toddlers at risk of a disability or with developmental disabilities and are conducted in the home or in integrated community settings.

Eligibility requirements: Persons with mental health concerns, or developmental delays, or at-risk.

Cost of services: Determined by established State criteria on sliding scale. Many services are Medicaid subsidized, or at no cost to the consumer.

CATHOLIC SOCIAL SERVICES

411 Main Street #102A

Stroudsburg, PA 18360

Telephone: (570) 476-6460

Hours of Operation: M-W-F, 0900-2030; Tue, 1200-2100, Th, 0900-2100

Service area: Monroe County

Services provided: Marital counseling; Parent-child problems; problem pregnancies; adoption services including Statewide Adoption Network (SWAN); post-abortion counseling; Retail theft diversion; Batterer Intervention Program; and anger management classes.

Eligibility requirements: All welcome.

Cost of services: Sliding scale fee, as determined by income or private insurance.

DEVELOPMENTAL EDUCATION SERVICES FOR CHILDREN

358 Ridgeway Drive

Bartonsville, PA 18321

Telephone: (570) 629-5750

Hours of Operation: M-F, 0700-1730

Service area: Monroe County

Services provided: Daycare center for children ages 3 months through 5 years old, with developmental delays and physical handicaps; Physical therapy services; Early intervention services.

Eligibility requirements: Referral from Carbon-Monroe-Pike MH/MR Programs, or children ages 3-5 can be referred from Colonial Intermediate Unit.

Cost of services: Fee for service; please call for a list of prices.

DEVELOPMENTAL EDUCATION SERVICES FOR ADULTS

350 Lower Main Street

Stroudsburg, PA 18360

Telephone: (570) 421-8893

Hours of Operation: M-F, 0830-1530

Service area: Monroe County

Services provided: Licensed as a training center for adults with disabilities; Day program center for adults with developmental delays; services to work on socialization, communication, and vocational skills.

Eligibility requirements: Person must have a primary diagnosis of MR and be over the age of 21. Referrals for placement through Carbon-Monroe-Pike MH/MR Program.

Cost of services: Fee for service, per diem rate.

DEVEREUX POCONO CENTER

www.devereuxpocono.org

RD 1 Box 27A

Newfoundland, PA 18445

Telephone: (570) 676-32237

Hours of Operation: M-F, 0800-1600

Service area: All residents within Tri-state area

Services provided: Residential programs serving mild to severe special needs; Behavioral support; Comprehensive life skills training; Pre-vocational and vocational training; Transportation services; Respite care; Family support and counseling; Occupational therapy, physical therapy and speech therapy.

Eligibility requirements: Persons with a developmental delay and family members.

Cost of services: Fees vary depending upon the service.

EASTER SEALS OF EASTERN PA

www.esep.easterseals.com

109 Seven Bridge Road

East Stroudsburg, PA 18301

Telephone: (570) 421-1254

Hours of Operation: M-F, 0830-1630

Service area: Lehigh, Monroe, Northampton and Pike Counties

Services provided: Early Intervention services help children ages birth to three who exhibit delays in development include special instruction, occupational, physical and speech therapy; vision instruction; and nursing. Easter Seals of Eastern Pennsylvania provides services in the family's home, at a childcare facility or another community setting such as a library. Easter Seals of Eastern Pennsylvania participates in local Interagency Coordinating Councils in several counties. Medical Rehabilitation services generally are provided in an Easter Seals Eastern Pennsylvania facility but may take place in the home or a school with prior approval. They include speech, occupational, or physical therapy. Medical Clinics provide local, specialized medical evaluation, diagnosis and treatment for children and adults with special healthcare needs in the following areas: Developmental Pediatrics, Endocrinology, Feeding, Neurology, Orthopedic, Orthotic, and Physical Medicine. Equipment Loan services help members of our communities to borrow equipment, such as walkers, wheelchairs or crutches, when needed. The service also allows families, schools and organizations to use various assistive devices to determine if the equipment is beneficial or appropriate for consumers. Community Contracts include relationships with other medical, therapy or education providers for which we provide varied services. School Contracts are provided to various school districts for educationally based OT, PT and ST for eligible students. Camp Lily is a six-week summer camp in Reading providing socialization and recreation to children ages six to 17 with and without disabilities. Camp Hav-A-Go is a three-week summer day camp for children ages five to 12 with and without disabilities in the Lehigh Valley. The S.P.O.T. (Summer Opportunities for Teens) is a three-week summer day camp for teens with and without special needs ages 13 to 20 in the Lehigh Valley. Recreation Group Activities provide socialization and recreation to persons with disabilities: In-Group, for adults with disabilities; Hang Time, for teens with special needs; and Children's Groups, for children ages six to 18.

Eligibility requirements: Lehigh, Monroe, Northampton and Pike County residents.

Cost of services: None.

EQUI-LIBRIUM

www.equi-librium.org

PO Box 305

Sciota, PA 18354

Telephone: (570) 992-7722

Hours of Operation: Call for an appointment

Service area: Monroe County

Services provided: Equi-librium offers year-round programming in Educational Therapeutic Riding, Hippotherapy, and Equine Experiential Learning. We offer 10-week sessions of private, semi-private, and group lessons, as well as school and agency contracts all year long.

Eligibility requirements: Persons with disabilities.

Cost of services: None.

FITZMAURICE COMMUNITY SERVICES, INC.

www.fitzmaurice.org

480 Clearview Lane

Stroudsburg, PA 18360

Telephone: (570) 424-6223 / 800-289-8980

Hours of Operation: M-F, 0800-1600

Service area: Northeast Pennsylvania, including Monroe County

Services provided: *Residential Services:* Community Homes operated by FCS, are small (3-4 persons) and are located close to schools, shops, churches and bus routes. 24-hour supervision is provided. Supported Living Services: Persons needing less than 30 hours a week of services qualify for this option. Persons live in their own homes or apartments either on their own or with housemates. Family Living Arrangements: This licensed service is available to individuals preferring to live in a family home. Families are thoroughly screened and trained. Senior Citizens Clubs; Housing Support Services; Family Support Services; Drop-In Centers; The Options Program.

Eligibility requirements: A primary diagnosis of either mental retardation or mental health disorder. A referral from Carbon-Monroe-Pike MH/MR Program.

Cost of services: None.

HUMAN RESOURCES CENTER, INC.

PO Box 980, Jay Park

Marshalls Creek, PA 18335

Telephone: (570) 223-9375

Hours of Operation: M-F, 0830-1630

Service area: Carbon, Monroe and Pike Counties

Services provided: Supportive employment, career counseling and residential services.

Eligibility requirements: Mental, emotional, or physical disability. Referrals accepted through Carbon-Monroe-Pike MH/MR Program, the Office of Vocational Rehabilitation, Social Security Office, or self.

Cost of services: None.

KIDS PEACE-THE NATIONAL CENTER FOR KIDS IN CRISIS

www.kidspeace.org

4497 A Route 611

Stroudsburg, PA 18360

Telephone: 800-854-3123

Hours of Operation: 24 hours a day, 7 days a week

Service area: Pennsylvania, including Monroe County

Services provided: KidsPeace Children's Hospital™; Acute Partial Hospital Program; In-Home Counseling; Life Skills Training Service In-Home Counseling; Youth and Adult Mentoring; Intensive Outpatient; Outpatient Student Assistance Program; Community Residential Program; Diagnostic Assessment Program; Dual Diagnosis Residential; Intensive Residential Treatment; KidsHope - Specialized (Low-Functioning) Residential Treatment Program; Sexual Disorders - Specialized Residential Program; Transitional Residential Treatment; Therapeutic Residential Treatment .

Eligibility Requirements: Call KidsPeace Admissions at **1-800-8KID-123 (1-800-854-3123)**.

Cost of services: Varies according to program service.

LEHIGH VALLEY HOSPICE

www.lvhhn.org

1273 North Ninth Street

Stroudsburg, PA 18360

Telephone: (610) 402-7300

Hours of Operation: M-F, 0800-1700; Sat & Sun, 0800-1630; 24 hour on-call services

Service area: Carbon, Lehigh, Monroe Northampton and Pike Counties

Services provided: Services provided to terminally ill patients, their families and loved ones.

Our emphasis is on improving quality of life rather than curing illness. Most services are provided in your home, although Lehigh Valley Hospice also has an inpatient unit at Lehigh Valley Hospital, 17th and Chew Streets, Allentown, for patients whose symptoms cannot be managed at home. They provide physical, social, spiritual and emotional care for you and your family during the last stages of illness, the dying process and the bereavement period.

Eligibility requirements: Resident of Carbon, Lehigh, Monroe Northampton or Pike Counties.

Cost of services: Accepts most insurances.

LUPUS FOUNDATION OF AMERICA, PA CHAPTER

www.lupus-sepa.org

25 Washington Lane

Suite 39-1

Wyncote, PA 19095

Telephone: (215) 517-5070 **Toll Free:** 866-517-5070

Hours of Operation: M-F, 0900-1700

Service area: Pennsylvania

Services provided: *Educational Programs:* Coping with a Chronic Illness; Lupus Self Help Course; A Beginner's Guide to Lupus; Support groups—call for information.

Eligibility requirements: Persons with lupus or a family member.

Cost of services: None.

MAKE-A-WISH FOUNDATION OF GREATER PA

www.wishgreaterpa.org

555 Grant Street

Suite 425

Pittsburgh, PA 15219

Telephone: 800-676-9474

Hours of Operation: M-F, 0900-1700

Service area: Northeast PA

Services provided: Grants wishes to children suffering from life-threatening medical conditions.

Eligibility requirements: Children between the ages of 2 ½ to 18; child's doctor must certify the illness and qualify the child.

Cost of services: None.

MARCH OF DIMES BIRTH DEFECTS FOUNDATION

www.marchofdimes.com/pennsylvania

1031 West Linden Street

Suite 104

Allentown, PA 18102

Telephone: (610) 439-7420

Hours of Operation: M-F, 0900-1700

Service area: Carbon, Lehigh, Monroe and Northampton Counties

Services provided: *Pregnancy Workshop:* A step-by-step prenatal curriculum that informs women how to care for themselves and their babies during pregnancy; *Comenzando Bien:* Prenatal education program for Hispanic women. *Stork's Nest:* Cooperative project of the March of Dimes and the Zeta Phi Beta Sorority that provides prenatal education and incentives for low-income pregnant women; *Project Alpha:* Provides young males with education, motivation and skill-building on issues of responsibility, relationships and teen pregnancy.

Eligibility requirements: Residents of Carbon, Lehigh, Monroe or Northampton Counties.

Cost of services: None.

MARWORTH

www.marworth.org

Waverly, PA 18471

Telephone: (570) 563-1112 / 800-442-7722

Hours of Operation: 24 hours a day, 7 days a week

Service area: Pennsylvania

Services provided: Uniformed Professionals Program; Outpatient program; Acute care facility; Detoxification; and Partial Hospitalization.

Eligibility requirements: Individuals must be 18 years of age; may self-refer, or be referred by family members, physicians, clergy, Employment Assistance Programs, and/or Drug and Alcohol Programs.

Cost of services: Marworth is an approved treatment provider for many managed care organizations and insurance plans. The fee for inpatient services covers room, board and all aspects of treatment and medical services.

MONROE COUNTY CHILDREN AND YOUTH SERVICES

www.co.monroe.pa.us

730 Phillips Street

Stroudsburg, PA 18360

Telephone: (570) 420-3590 **Hotline:** (570) 420-3590

POC: Stacie Gill, Program Manager

Hours of Operation: M-F, 0830-1700; 24 hour hotline

Service area: Monroe County

Services provided: Information and referral; Child abuse investigation; Crisis counseling; Foster Care services; Adoption services; Day care services for employed parents or parents enrolled in training programs; Advisor program; Community training; Diagnostic evaluations; In-home services: Individual, group and family counseling; Parenting instruction.

Eligibility requirements: Must be a Monroe County resident.

Cost of services: Dependent upon service.

MONROE COUNTY MEALS-ON-WHEELS, INC.

www.mowaa.org

North 9th Street

Stroudsburg, PA 18360

Telephone: (570) 424-8794

Hours of Operation: M-F, 0900-1300; 24 hour answering service

Service area: Monroe County

Services provided: Weekday delivery of two nutritious meals to homebound persons between 1100 and 1300. Menus are planned by a registered dietician.

Eligibility requirements: Homebound individuals who are unable to prepare their own meals.

Cost of services: Clients with the ability to pay are expected to pay. The current fee is \$36.20 per week. Clients on fixed, limited incomes are assessed on a sliding fee scale.

NARCOTICS ANONYMOUS

www.na.org

PO Box 1053

Stroudsburg, PA 18360

Telephone: (570) 421-6618

Hours of Operation: 24 hours a day, 7 days a week

Service area: Monroe County

Services provided: A fellowship of men and women for whom drugs have become a major problem. Meetings are regularly scheduled. Call or search the web for a list of dates, times, and locations of meetings.

Eligibility requirements: Desire to stop using drugs.

Cost of services: None.

NEIGHBORS OF MONROE COUNTY

www.internetworld.net/nofmc/index.htm

502 Independence Road

East Stroudsburg, PA 18301

Telephone: (570) 421-1927

Hours of Operation: M-F, 0900-1600

Service area: Carbon, Monroe and Pike Counties

Services provided: *Community Service Programs:* Transportation for medical services, Homemaker assistance, Financial assistance, In-home care, Food and clothing programs; HIV/AIDS case management and care coordination; Comprehensive outreach and AIDS prevention education program.

Eligibility requirements: Persons living with HIV or AIDS.

Cost of services: None.

NORTHEAST PA CENTER FOR INDEPENDENT LIVING

www.nepacil.org

Lower Level-IBEW Building

431 Wyoming Avenue

Scranton, PA 18503

Telephone: 800-344-7211 / **TTY:** 800-344-5275

Hours of Operation: M-F, 0830-1700

Service area: Bradford, Columbia, Lackawanna, Luzerne, Monroe, Pike, Sullivan, Susquehanna, Wayne and Wyoming.

Services provided: The Northeast Pennsylvania Center for Independent Living was established to assist in removing barriers and expanding independent living options available to people with disabilities. The individual controls and directs the services he or she receives to establish a more independent lifestyle.

Eligibility requirements: Individuals with disabilities.

Cost of services: None; except the Interpreter Referral Services.

NORTHEASTERN PA TRANSPLANT SUPPORT GROUP (NEPATSG)

www.nepatsg.org

RR #8 Box 8585M

East Stroudsburg, PA 18301

Telephone: (570) 223-2833 / 866-869-1211

Hours of Operation: 24 hours a day, 7 days a week

Service area: Carbon, Monroe and Pike Counties

Services provided: The Northeastern Pennsylvania Transplant Support Group (NEPATSG) is an independent non-profit group committed to improving the quality of life for transplant candidates, recipients, their families and donor families. Through their network they serve members in the area of: support, education and awareness.

Eligibility requirements: Transplant candidates, recipients and their families, and donor families.

Cost of services: Annual \$15.00 membership for individual, \$20.00 membership for family, if possible; if not possible, membership is free.

OFFICE OF VOCATIONAL REHABILITATION

www.dli.state.pa.us

160 Hamilton Street

Suite 100

Allentown, PA 18101

Telephone: (610) 821-6441 / 800-922-9536

Hours of Operation: M-F, 0800-1700

Service area: Carbon, Lehigh, Monroe and Northampton Counties

Services provided: The Office of Vocational Rehabilitation provides individualized services to assist people with disabilities to pursue, obtain, and maintain satisfactory employment. An OVR counselor can help you select an employment goal and develop a comprehensive strategy so that you can find the type of job that meets your needs.

Eligibility requirements: The presence of a physical/mental impairment which constitutes a substantial impediment to employment.

Cost of services: No fee for diagnostic evaluation, counseling or job placement. Sliding scale fee for physical restoration training.

PENNSYLVANIA PROTECTION AND ADVOCACY

www.ppainc.org

1414 North Cameron Street

Suite C

Harrisburg, PA 17103

Telephone: 800-692-7443 / **TTY:** 877-375-7139

Hours of Operation: M-F, 0830-1700

Service area: Pennsylvania

Services provided: Pennsylvania Protection and Advocacy, Inc. (PP&A, Inc.) is a federally funded, nonprofit agency responsible for providing protection and advocacy services to people with disabilities. If you are experiencing discrimination related to your disability or have questions regarding the rights and services related to your disability, please contact PP&A, Inc.

Eligibility requirements: Must be a resident of Pennsylvania.

Cost of services: None.

POCONO HEALTH SYSTEM

www.poconohealthsystem.org

206 East Brown Street

East Stroudsburg, PA 18301

Telephone: (570) 421-4000 / (570) 895-2300

Hours of Operation: 24 hours a day, 7 days a week

Service area: Monroe County

Services provided: Pocono Medical Center is an acute care hospital accredited by the Joint Commission of Accreditation of Healthcare Organizations (JCAHO). The Hughes Cancer Center offers the types of sophisticated radiation oncology and chemotherapy treatments usually found only at academic healthcare centers. PMC opened its Clementine Abeloff Community Health Center in 1996. The Center provides increased access to sick- and well-baby care for children throughout the Poconos. In addition, the dental clinic provides care for the region's medically underinsured and uninsured children. Staffed with 14 emergency medicine physicians and more than 70 nurses and technical staff, the newly renovated Mattioli Emergency Center treats more than 65,000 patients annually, making it one of Pennsylvania's busiest emergency departments. The Mattioli Emergency Center is open 24 hours, 7 days a week for residents of and visitors to the Poconos and works closely with the many area ambulance companies to provide high quality, quick response emergency medical care. PMC operates a full-service comprehensive outpatient testing department to provide any number of tests requested by your primary care physician. In addition, Rehabilitative Services including physical, occupational and speech therapies, and cardiac rehab programs.

Eligibility requirements: Anyone requiring medical attention.

Cost of services: Per current rate schedule.

POCONO MEDICAL HOME CARE, INC.

www.poconohomecare.com

727 Ann Street

Stroudsburg, PA 18360

Telephone: (570) 476-3134

Hours of Operation: Daily, 0800-1700

Service area: Monroe County

Services provided: Pocono Medical Home Care, Inc. offers comprehensive health care services at home under the direction of the patient's personal physician. Services include: Skilled nursing, physical therapy, occupational therapy, speech therapy, medical social services, durable medical equipment, and nutritional services.

Eligibility requirements: Patient must be homebound, requiring considerable effort and assistance to leave their home. The care must be medically reasonable, necessary and ordered by a physician.

Cost of services: Billed directly to Medicare, Medicaid and private insurances.

POCONO SERVICES FOR FAMILIES AND CHILDREN

212 West Fourth Street

East Stroudsburg, PA 18301

Telephone: (570) 421-2711

Hours of Operation: M-F, 0800-1700

Service area: Monroe County

Services provided: Pocono Services for Families and Children is dedicated to providing resources for the evolving needs of our community's children and their families, in support of efforts to achieve their goals. Programs include: Head Start; Head Start Early Childhood Development; Head Start Health, Mental Health and Nutritional Services; Head Start Family Partnerships; Heads Up! Reading; and Youth Initiative.

Eligibility requirements: Families with children 3-5 years old that meet Federal low income guidelines.

Cost of services: None; except full day/full year (families may be eligible for subsidies).

SCRANTON STATE SCHOOL FOR THE DEAF (SSSD)

<http://ns.neiu.k12.pa.us/WWW/SSSD>

1800 North Washington Avenue

Scranton, PA 18509

Telephone: (570) 963-4546 / **TTY:** (570) 963-4544

Hours of Operation: M-F, 0800-1600

Service area: Pennsylvania

Services provided: The Scranton State School for the Deaf (SSSD) is the proud 125 year old home of the Bears, Pennsylvania's only state-owned and operated school for the deaf and a part of the Pennsylvania Department of Education. SSSD recognizes the importance of developing each student's ability to communicate. Students will, naturally, experience a communication-rich signing environment at SSSD. They will also have the opportunity to develop modes of communication in addition to American Sign Language (ASL) including: English, reading, writing, signing and speaking based on the annual program that is designed to meet their individual needs. As mandated in state law, for children ages 3 to 21, every student's program is based on his/her Individual Educational Plan (IEP). Or, for families with infants/toddlers, ages 0 to 3, on their Individual Family Service Plan (IFSP).

Eligibility requirements: Referrals for placement of students can be received from parents, Community Agencies, and Local Education Agencies (LEA).

Cost of services: Call for residential fees.

SHAWNEE ACADEMY

PO Box 554

Shawnee-on-the-Delaware, PA 18356

Telephone: (570) 420-8601

Hours of Operation: 24 hours a day, 7 days a week

Service area: Pennsylvania, New Jersey and surrounding states

Services provided: Residential Treatment, outpatient, wraparound, assessment, special education, alternate education, and training/consultation children and adolescents (ages 5-21) with serious social, emotional, learning and behavioral problems requiring intensive non-hospital inpatient treatment. Outpatient and assessment programs also serve adults meeting the below criteria.

Eligibility requirements: Children and adults with the above-mentioned disabilities.

Cost of services: Vary by service, ability to pay and contracted rates.

SPECIAL KIDS NETWORK

www.health.state.pa.us/skn

Harrisburg, PA

Telephone: 800-986-4550 / **TTY:** 877-232-7640

Hours of Operation: M-F, 0800-2000; Saturday, 0800-1800

Service area: Pennsylvania

Services provided: *Information and referral via a toll-free telephone line:* Maintains a database containing thousands of referral resources including information about local, state, and national agencies.

Eligibility requirements: Parent or caregiver of a child or professional working with a child with special needs.

Cost of services: None.

SPEECH AND HEARING CENTER

www.3.esu.edu/academics/hshp/sppa.sppacenter.asp

East Stroudsburg University

Speech Pathology & Audiology

East Stroudsburg, PA 18301

Telephone: (570) 422-3247

Hours of Operation: M-F, 0800-1600

Service area: Pennsylvania

Services provided: The LaRue Hall Speech and Hearing Center is a fully operational clinic. The clinic serves people of all ages, infancy through adult. Audiology and hearing evaluations; speech and language evaluations and therapy; and aural rehabilitation.

Eligibility requirements: Anyone requiring these services.

Cost of services: No fee for senior citizens; minimal fee for evaluations; no fees for therapy.

THE REDCO GROUP BEHAVIORAL HEALTH

www.redcogrp.com

564 Main Street

2nd Floor

Stroudsburg, PA 18360

Telephone: (570) 420-8070 / (570) 296-1138

Hours of Operation: Varies; call for an appointment

Service area: Carbon, Monroe and Pike Counties

Services provided: The Outpatient Unit will provide psychiatric evaluations, counseling, and psychotherapy to individuals, couples, and families referred by the Carbon-Monroe-Pike Base Service Unit. The Partial Hospitalization Program is a community-based service which provides psychiatric and psychosocial rehabilitative services. The Youth Partial Hospitalization Program provides intense treatment and behavioral rehabilitation within a local community setting to children and adolescents. The Student Assistance Program (SAP) initiative began in the Commonwealth of Pennsylvania as a prevention model geared toward the reduction of suicide risks within the general secondary school population. Family and Child Together Program (F.A.C.T.) provides family based mental health treatment to children with emotional disturbances and their families.

Eligibility requirements: Need of services offered.

Cost of services: Behavioral Health Services accepts most types of health insurance. The out-of-pocket cost of service will be determined by your income and insurance coverage.

TRI-COUNTY HELPING HANDS

564 Main Street

Stroudsburg, PA 18360

Telephone: (570) 424-6211

Hours of Operation: M: 0800-1800; Tue, Thurs & Fri: 0800-1630

Service area: Carbon, Monroe and Pike Counties

Services provided: Supportive services to children and their families with serious mental health issues; develop a service plan to empower parents and others to more adequately care for, supervise and educate their child; and family involvement in the treatment process (psychiatric/psychological evaluation, interagency service planning, and treatment plan development and review).

Eligibility requirements: Children and adolescents with mental health issues; referral through Carbon-Monroe-Pike MH/MR Program.

Cost of services: None.

MONROE COUNTY PUBLIC SCHOOL DISTRICTS

***Tobyhanna Army Depot does not have a DODDS School. The Pocono Mountain School District serves Tobyhanna Army Depot.**

COLONIAL NORTHAMPTON INTERMEDIATE UNIT 20 SPECIAL EDUCATION SERVICE AGENCY

www.ciu20.org

6 Danforth Drive
Easton, PA 18045-7899
(610) 252-5550

EAST STROUDSBURG AREA SCHOOL DISTRICT

www.cavalier.net

321 North Courtland Street
East Stroudsburg, PA 18301
(570) 424-8500

MONROE COUNTY AREA VOCATIONAL-TECHNICAL SCHOOL

PO Box 66, Laurel Drive
Bartonsville, PA 18322
(570) 629-2001

NORTH POCONO SCHOOL DISTRICT

www.npsd.net

701 Church Street
Moscow, PA 18444
(570) 842-7659

PLEASANT VALLEY SCHOOL DISTRICT

www.pvbears.org

Ruote 209
Brodheadsville, PA 18322
(570) 402-1000

POCONO MOUNTAIN SCHOOL DISTRICT

www.pmsd.org

PO Box 200
Swiftwater, PA 18370
(570) 839-7121

STROUDSBURG AREA SCHOOL DISTRICT

www.stroudsburgsd.org

123 Linden Street
Stroudsburg, PA 18360
(570) 421-1990

PRIVATE SCHOOLS

EAST STROUDSBURG CHRISTIAN ACADEMY

9 Three Point Garden Road
East Stroudsburg, PA 18301
(570) 421-4087

EVERGREEN COMMUNITY SCHOOL

www.evergreencommunityschool.org

PO Box 523
Mountainhome, PA 18342
(570) 595-6355

MONSIGNOR McHUGH SCHOOL

www.monsignormchugh.com

RR #1 Box 1780
Route 390
Cresco, PA 18326
(570) 595-7463

NOTRE DAME ELEMENTARY SCHOOL

78 Ridgeway Street
East Stroudsburg, PA 18301
(570) 421-3651

NOTRE DAME JR/SR/ HIGH SCHOOL

60 Spangenburg Avenue
East Stroudsburg, PA 18301
(570) 421-0466

SEVENTH DAY ADVENTIST SCHOOL

RR #2 Box 2085
West Main Street
Stroudsburg, PA 18360
(570) 421-5577

THE GROWING CONCERN, MONTESSORI SCHOOL

PO Box 828
Tannersville, PA 18372
(570) 629-2754

**NATIONAL INFORMATION CENTER
FOR CHILDREN AND YOUTH WITH DISABILITIES**

PO Box 1492
Washington, DC 20013

NATIONAL TOLL-FREE NUMBERS

A

AIDS Factline	800-662-6080
Academy of Dentistry for Persons with Disabilities	800-621-8099
Alliance of Genetic Support Groups	800-342-2348
Alzheimer’s Diseases & Related Disorders	800-621-0379
AMC Cancer Information & Counseling Line	800-525-3777
American Association on Mental Retardation	800-424-3688
American Cancer Society	800-227-2345
American Cleft Palate Educational Foundation	800-242-5338
American College of Allergy & Immunology	800-842-7777
American Council for the Blind	800-424-8666
American Diabetes Association National Service Center	800-232-3472
American Federation of Teachers	800-238-1133
American Foundation for the Blind	800-232-5463
American Kidney Foundation	800-638-8299
American Kidney Fund	800 638-8299
American Liver Foundation	800-223-0179
American Lupus Society	800-331-1802
American Paralysis Association	800-225-0292
American Speech-Language-Hearing Association	800-638-8255
American Trauma Society	800-556-7890
American Tuberous Sclerosis Association	800-446-1211
Apple Office of Special Education (Disability Solutions)	800-732-3131
Association of Heart Patients Helpline	800-241-6993

B

Better Hearing Institute Helpline	800-424-8576
Blind Children’s Center	800-222-3566

C

Cancer Information Service National Line	800-422-6237
Captioned Films for the Deaf	800-237-6213
“Careline” Information & Referral	800-662-7030
Center for Special Education Technology	800-345-8322

Children’s Defense Fund	800-424-9602
Children’s Hospice International	800-242-4453
CLEFT Palate Foundation	800-242-5338
Close Look LD Teen Line	800-522-3458
Cornelia De Lange Syndrome Foundation	800-223-8355
Cystic Fibrosis Foundation	800-344-4823
Cystic Fibrosis Research Hotline	800-824-5064

D

D.T. Watson Rehabilitation Hospital	800-223-8806
Drug Abuse Hotline	800-544-5437

E

Educators Publishing Service, Inc. for Specific Learning Disability	800-225-5750
Epilepsy Foundation of America	800-332-1000
Epilepsy Information Line	800-426-0660
ERIC Clearinghouse on Adult Career & Vocational ED	800-848-4815

F

Federation of Families for Children’s Mental Health	800-969-6642
Federal Hill-Burton Free Care Program	800-492-0359
Financial Aid for Education Available from the Federal Government	800-638-6833

H

Handicapped Media, Inc.	800-321-8708
Hansen Disease (Leprosy)	800-543-3131
Health Care Financing Administration	800-492-6603
Hearing Aid Helpline	800-521-5247
Higher Education & the Handicapped (HEATH)	800-544-3284
Human Growth Foundation for Growth Disorders	800-451-6434

I

IBM National Support Center for Persons with Disabilities	800-426-2133
Information Center for Special Education Media & Materials	800-772-7372
International Craniofacial Foundation	800-535-3643
International Shriners Headquarters	800-237-5055

J

Job Accommodation Network (JAN)	800-526-7234
Job Opportunities for the Blind (JOB)	800-638-7518
John Tracey Clinic on Deafness	800-522-4582
Juvenile Diabetes Foundation International	800-223-1138

L

Let's Play to Grow	800-224-7529
Little People America	800-243-9273
Living Bank-Organ Donors	800-528-2971
Lung Line (Lung Disorders, Allergies)	800-222-5864
Lupus Foundation of America	800-558-0121

M

Mainstream Information Center	800-223-2711
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N

National Adolescent Suicide Hotline	800-621-4000
National Adoption Center	800-862-3678
National Association for Hearing & Speech Action	800-638-8255
National Association for Parents for the Visually Impaired	800-561-6265
National Association for Retarded Citizens of the U.S.	800-433-5255
National Association for Sickle Cell Diseases, Inc.	800-421-8453
National Cancer Institute Information Service	800-422-6237
National Captioning Institute	800-321-8337
National Center for Missing & Exploited Children	800-843-5678
National Center for Stuttering	800-221-2483
National Center for the Prevention of Sudden Infant Death Syndrome	800-638-7437
National Center for Youth with Disabilities	800-333-6293
National Clearinghouse for Alcohol & Drug Information	800-662-4357
National Committee for Citizens in Education	800-638-9675
National Crisis Center for the Deaf	800-446-9876
National Cystic Fibrosis Foundation	800-344-4823
National Downs Syndrome Congress	800-232-6372
National Downs Syndrome Society	800-221-4602
National Easter Seals Society	800-221-6827
National Eye Care Project Hotline	800-222-3937
National Foundation of Dentistry for the Handicapped	800-873-3335
National Fragile X Foundation	800-688-8765
National Head Injury Foundation (Patients & Family only)	800-444-6443
National Health Information Center (NHIC)	800-336-4797

National Hearing Aid Society	800-521-5247
National Information Center for Children & Youth with Disabilities	800-999-5599
National Information Center for Educational Media	800-421-8711
National Information Systems for Health Related Services	800-922-9234
National Information Center for Orphan Drugs & Rare Diseases	800-336-4797
National Information Center on Deaf/Blindness	800-672-6720
National Jewish Center for Immunology & Respiratory Medicine	800-222-5864
National Kidney Foundation, Inc.	800-622-9010
National Liberty Services for the Blind & Physically Handicapped	800-424-8567
National Multiple Sclerosis Society	800-822-3379
National Organization on Disability	800-248-2253
National Organization for Rare Disorders (NORD)	800-477-6673
National Parkinson Foundation	800-327-4545
National Rehabilitation Information Center	800-346-2742
National Retinitis Pigmentosa Foundation	800-638-2300
National Reye's Syndrome Foundation	800-233-7393
National Runaway Switchboard	800-621-4000
National Secondary Surgical Opinion Program	800-638-6833
National Spinal Cord Injury Association	800-962-9629
National Spinal Cord Injury Hotline	800-526-3456
National Society to Prevent Blindness	800-331-2020
National Sudden Infant Death Syndrome Foundation	800-221-7437
National Tuberos Sclerosis Association, Inc.	800-225-6872

O

Occupational Hearing Services (OHS)	800-222-3277
Office of Health Promotion & Disease Prevention Health Information Center	800-336-4797
Office of Minority Health Resource Center	800-444-6472
Orton Dyslexia Society	800-222-3123

P

Parents Anonymous Hotline	800-421-0353
Parents Resource Institute for Drug Education (PRIDE).....	800-221-9746
Parkinson's Education Program	800-344-7877
Practitioner's Reporting System for Medical Services	800-638-6725

R

RP Foundation Fighting Blindness	800-638-2300
Runaway Hotline	800-231-6946

S

Simmon's Foundation for Continence	800-237-4666
Social Security Administration	800-234-5772
Special Education Software Center	800-327-5892
Spina Bifida Hotline	800-621-3141
Sturge-Weber Foundation	800-627-5482
Stuttering Foundation of America	800-992-9392
Sudden Infant Death Syndrome Alliance	800-638-7437

T

Tele-Consumer Hotline	800-332-1124
Terri Gotthelf Lupus Research Institute	800-825-8787
Tourette Syndrome Association	800-237-0717
Tripod-Grapevine Service for Hearing Impaired	800-352-8888

U

United Cerebral Palsy Association, Inc. (UCPA)	800-872-1827
U.S. Government TDD Directory	800-877-8339

Appendix A

SAMPLE LETTER REQUESTING AN EVALUATION

Your Address
Your Phone Number
Date

Special Education Director or Program Coordinator
School District
Street Address
City, State, Zip

Dear _____:

I am requesting a complete evaluation for my son/daughter (Name, date of birth) to determine if my child qualifies as a special education student as stipulated in the Individuals with Disabilities Education Act (IDEA), P.L. 105-17, Section 614 (a) – (c).

I understand that the evaluation is to be provided at no charge to me. My reasons for requesting this procedure are _____.

I would appreciate meeting with each person who will be doing the evaluation prior to testing my child so that I might share information about (child's name) with him/her. I will also expect a copy of the written report generated by each evaluator so that I might review it before the team meeting.

I understand that I have to give written permission for these tests to be administered and I will be happy to do so upon receipt of the proper forms.

I appreciate your help in this matter. If you have any questions, please call me at (telephone number).

Sincerely,

Your signature
Your Name typed

cc: Principal
District Superintendent

Appendix B

SAMPLE LETTER REQUESTING A RE-EVALUATION

Your Name
Address
Phone Number
Date

Special Education Director or Program Coordinator
School District
Street Address
City, State, Zip

Dear _____:

We are requesting a total evaluation of our son/daughter, (Name), birth date _____, under P.L. 105-17, Section 614 (c). We understand that this testing process will be done in compliance with (cite appropriate sections of state regulations.)

We are requesting this re-evaluation because

We understand that we will be a part of the team that will determine the evaluations that are needed and that we will be required to provide permission to do the re-assessment. We will be happy to sign the necessary paperwork when it is provided. We also understand that we will receive a copy of the results of the re-assessment, and look forward to getting those results.

We appreciate your help and will be expecting to hear from you soon regarding the re-evaluation.

Sincerely,

Your signature
Your Name typed

cc: Principal
District Superintendent

Appendix C

SAMPLE LETTER REQUESTING AN INDEPENDENT EVALUATION

Your Name
Address
Your Phone Number
Date

Special Education Director or Program Coordinator
School District
Street Address
City, State, Zip

Dear _____:

I am requesting an independent assessment at public expense for my son/daughter, (Name), birth date, _____. This request is made pursuant to P.L. 105-17, Section 614 (a) – (c).

I am requesting this independent assessment in the area of (stipulate academics, speech, occupational therapy, physical therapy, vocational or vision therapy). I am requesting this independent assessment because I do not agree with the district results in this area. (Explain briefly with what you disagree; i.e., not accurate, no test available in the district, not complete, etc).

I understand that a response to my request must be provided in writing by the school district within ten (10) days.

I appreciate your help. If you have any questions, please call me at (telephone number).

Sincerely,
Your signature
Your Name typed

cc: Principal
District Superintendent

Appendix D

SAMPLE LETTER REQUESTING A RECORDS REVIEW

Your Name
Address
Your Phone Number
Date

Special Education Director or Program Coordinator
School District
Street Address
City, State, Zip

Dear _____:

I would like to review any and all educational records held in any form and in any location by _____ School District for my son/daughter, (Name), birth date. This request is made pursuant to P.L. 105-17, Section 615 (b).

I understand that someone will be available to answer any questions I may have regarding my son's/daughter's school records.

I look forward to meeting with you in the near future. If you have any questions, please call me at (telephone number).

Sincerely,
Your signature
Your Name typed

cc: Principal
District Superintendent

Appendix E

**SAMPLE LETTER REQUESTING A CORRECTION OR REMOVAL OF
INFORMATION CONTAINED IN RECORDS**

Your Name
Address
Your Phone Number
Date

Special Education Director or Program Coordinator
School District
Street Address
City, State, Zip

Dear _____:

Upon review of my son's/daughter's, (Name), birth date, _____, records, I find a need to request that _____ School District remove or correct the information dealing with (give specific area) found in (give document, date and person responsible for document; i.e., psychological evaluation dated 6-7-97 by Dr. Paul Doe). I am making this request pursuant to P.L. 105-17, Section 615 (b).

I will be expecting to hear from you within five (5) working days regarding this matter.

Thank you.

Sincerely,
Your signature
Your Name typed

cc: Principal
District Superintendent

Appendix F

SAMPLE LETTER REQUESTING A DUE PROCESS HEARING

Your Name
Address
Your Phone Number
Date

(This letter must be sent to either the Superintendent of the Public School your child attends, or to the State Department of Education, whichever specified by your State)

Street Address
City, State, Zip

Dear _____:

We are requesting a due process hearing as stipulated in P.L. 105-17, Section 615 (e) and (f). This request is made by us on behalf of our son/daughter, (Name), birth date _____, (child's address, if different than yours), who attends _____ school within _____ School District.

We are requesting this due process hearing because

To the best of our knowledge at this time, we feel the district should (describe here any possible solutions you feel would alleviate the problem).

Since the district and we are unable to find resolution for this/these problem(s), we find it necessary to move forward with our procedural rights. We are willing to participate in mediation hearing as a part of this process, but understand that it will not delay or deny us our right to due process. We are also willing to meet with a hearing officer in a pre-hearing conference. We would like a list of any free or low cost legal/advocacy help available, a copy of our due process rights and a list of hearing officers and their qualifications.

We regret that we have had to come to this method of resolution, but feel it necessary. We expect to hear from you soon.

Sincerely,
Your signature
Your Name typed

cc: Principal
Special Education Director
Attorney

Appendix G

**SAMPLE LETTER REGARDING SUSPENSION OF A STUDENT WITH A
DISABILITY (not related to weapons or drugs)**

Your Name
Address
Your Phone Number
Date

Special Education Director or Program Coordinator
School District
Street Address
City, State, Zip

Dear _____:

We have been notified that our son/daughter, (Name), birth date _____, has been suspended for (number of days) from (school name- school district). We are notifying you of our understanding of procedures that must be conducted in compliance with P.L. 105-17, Section 615 (k), the Individuals with Disabilities Education Act (IDEA).

Our child has an Individual Education Program (IEP) and we understand that because he/she receives special education services, a meeting must be held no later than 10 school days after a decision to suspend/expel has been made, or immediately if the cumulative total of suspensions total 10 school days. We understand that the purpose of this meeting will be to determine if the reason for the suspension is related to his/her disability and to discuss his/her IEP goals and objectives, placement, and determine if a functional behavioral assessment is needed. We also understand that the number of days he/she can be suspended is not to exceed ten (10) cumulative school days in a given year, without notice of change of placement and all due process procedures since he/she is in special education. Additionally, it is our understanding that the school district remains responsible for providing appropriate educational and related services, as outlined in his/her current IEP to include access to the general education curriculum, during the period of suspension.

We would like to meet with you as soon as possible to discuss this. Please call us at (telephone number).

Sincerely,
Your signature
Your Name typed

cc: School District Superintendent

Appendix H

**SAMPLE LETTER REGARDING SUSPENSION AND EXPULSION WHEN WEAPONS
OR DRUGS ARE INVOLVED**

Your Name
Address
Your Phone Number
Date

Superintendent of School District
School District
Street Address
City, State, Zip

Dear _____:

We are writing in response to the notice that our son/daughter has been unilaterally placed into an interim alternative placement for weapon/drug violations in compliance with P.L. 105-17, Section 615 (k) (1) (A) (ii) of the Individuals with Disabilities Education Act (IDEA).

We understand that a Manifestation Determination meeting will be scheduled within the next 10 school days to determine if the behavior is related to the disability. We also understand that we will have the opportunity to be a part of the decision making team regarding the interim alternative placement and the provision of services. As this placement will be for up to 45 calendar days, we feel it is important that (child's name) program, as currently outlined in his/her IEP, be followed, and that he/she have access to the general education curriculum, although in a different setting.

We are requesting a copy of all of our procedural due process rights. Please contact us as quickly as possible regarding the meeting to determine if this is or is not a manifestation and to talk about the interim alternative placement.

We appreciate your assistance during this difficult situation. If you have any questions, please feel free to contact us at (telephone number).

Sincerely,
Your signature
Your Name typed

cc: Principal

Appendix I

SAMPLE LETTER REQUESTING AN EXPEDITED DUE PROCESS HEARING

Your Name
Address
Your Phone Number
Date

(This letter must be sent to either the Superintendent of the Public School your child attends, or to the State Department of Education, whichever specified by your State)

Street Address
City, State, Zip

Dear _____:

We are requesting an expedited due process hearing as stipulated in P.L. 105-17, Section 615 (k) (6) (A). This request is made by us on behalf of our son/daughter, (Name), birth date _____, (child's address, if different than yours), who attends _____ school within _____ School District.

We are making this request because we disagree with (determination that (your child's name) behavior was not a manifestation of his/her disability, *or*, the decision regarding placement of (your child's name) made because of the discipline procedures). Our reasons for this disagreement are

_____.

At this time we feel it is necessary for (name of school district) to (state here any solution you feel would be necessary to resolve this problem, to the extent you know a solution at this time).

We understand that you will be contacting us shortly regarding the date, place, and time of this expedited hearing. We understand that an impartial hearing officer, from the pool of hearing officers for special education hearings, will preside over this hearing.

We are requesting a copy of our procedural safeguards as part of this request. We appreciate your expedient response to our request.

Sincerely,
Your signature
Your Name typed

cc: Principal
Special Education Director

Appendix J

SAMPLE LETTER DOCUMENTING A TELEPHONE CALL

Your Name
Address
Your Phone Number
Date

(Name)
Title
Street Address
City, State, Zip

Dear _____:

Thank you for talking with me today on the telephone. I appreciate your concern for (child's name). I understand from our conversation that you are concerned about, OR, As I mentioned on the telephone I am concerned about _____.

You feel _____ will help and the school has agreed to _____ . I also said that I would _____.

Thank you for your help. If you have any questions, please call me at (telephone number).

Sincerely,
Your signature
Your Name typed

Appendix K

SAMPLE LETTER DOCUMENTING A MEETING

Your Name
Address
Your Phone Number
Date

(Name)
Title
Street Address
City, State, Zip

Dear _____:

Thank you for taking the time to meet with me on (date). Also, please thank (list names) for attending the meeting. I understand that you are concerned about _____. OR, As I reported during the meeting, I am concerned about _____. You feel _____ will help and the school has agreed to _____. I also said that I would _____.

Thank you for your help. If you have any questions, please call me at (telephone number).

Sincerely,
Your signature
Your Name typed

Appendix L

TRANSITIONING A SPECIAL NEEDS STUDENT CHECKLIST

Before you leave your current duty station:

- _____ Contact your local EFMP Manager or School Liaison Officer for assistance.
- _____ Schedule an Annual Review and Dismissal (ARD) meeting to discuss the progress your child has made since your last Individualized Education Program (IEP) review. Ask for written suggestions that may help your child and the staff at the new school.
- _____ Request a copy of your child's complete educational record to include a copy of the latest IEP. **Hand carry** all records, samples of your child's work, and other information related to your child's education to the new school.
- _____ If the EFMP Manager at the new duty station doesn't contact you, make sure you contact them. They can assist you with identifying resources at your new duty station.
- _____ Be sure to take any special equipment and refill medication prescriptions that your child may need for the next few months.

