

## REFER A CHILD

You can refer a child to TEIS by calling 1-800-852-7157 or visit our website <https://tn.gov/didd/teis>

The Referral Form is also available on the MyTN app, available for free on your app store.

## TEIS DISTRICT OFFICES

- First District  
Johnson City, TN  
(423) 434-4401
- East District  
Knoxville, TN  
(865) 579-3099
- Southeast District  
Chattanooga, TN  
(423) 624-6344
- Upper Cumberland District  
Cookeville, TN  
(931) 528-1623
- Greater Nashville District  
Nashville, TN  
(615)-532-7237
- South Central District  
Murfreesboro, TN  
(615) 904-3636
- Northwest District  
Martin, TN  
(731) 881-7114
- Southwest District  
Jackson, TN  
(731) 421-6830
- Memphis Delta District  
Memphis, TN  
(901) 937-6738

## PRINCIPLES OF EARLY INTERVENTION

- Early Intervention supports families to help their children develop.
- Early Intervention takes place at home and in the community with the family.
- Families and professionals work together to create and monitor goals.
- Goals are family-centered, written with the child and family's routine in mind.
- Early Intervention plans focus on helping children become more social, explore their surroundings, and become more independent.
- Families use home activity programs to work with their child throughout the week.
- Goals and strategies are monitored to be sure they are effective.
- Providers working with families are kept to high standards.



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# TENNESSEE EARLY INTERVENTION SYSTEM

THE RIGHTS OF INFANTS AND TODDLERS ELIGIBLE FOR TENNESSEE'S EARLY INTERVENTION SYSTEM.



Learn more about TEIS, a program that provides services to children ages birth up to age three with disabilities and developmental delays.

<https://tn.gov/didd/teis>

## TENNESSEE'S EARLY INTERVENTION SYSTEM (TEIS)

TEIS is a voluntary educational program for families with children, ages birth to three years old that have disabilities or developmental delays. The program is governed by Part C of the Individuals with Disabilities Education Act (IDEA). Every state has a Part C program and establishes its own eligibility requirements.

In Tennessee, children diagnosed with certain disabilities, and those whose eligibility evaluation results show a 25 percent delay in two developmental areas or 40 percent in one area, may be eligible for TEIS. Information from a physician may also be used in determining eligibility.

When a child is determined eligible, the family decides if they would like to participate in TEIS. If they choose to participate, an Individualized Family Service Plan (IFSP) meeting will be held to determine the services and supports the child may need.

## CHILDREN HAVE THE RIGHT TO

### A SURROGATE PARENT

A surrogate parent must be appointed to represent the interest of a child who has no parent or guardian, is a ward of the state, or the state cannot, after reasonable attempts, locate the child's parent or legal guardian.

## PARENTS HAVE THE RIGHT TO

### CONSENT TO EVALUATION, ASSESSMENT, AND PROVISION OF EARLY SERVICES

Parents have the right to accept or decline any early intervention service without jeopardizing the provision of other services.

### REVIEW EARLY INTERVENTION RECORDS

Parents have the right to ask to see their child's TEIS record relating to assessment, screening, eligibility determination, and the development and implementation of the IFSP.

### RECEIVE PRIOR WRITTEN NOTICE, IN THEIR NATIVE LANGUAGE, IF POSSIBLE, WHEN THE FOLLOWING OCCURS:

- IFSP meetings are scheduled
- The child was determined ineligible for TEIS
- Evaluation is needed for continued eligibility, change or addition to services
- TEIS refuses a parent request for services for their child
- The parent declines an action recommended by the IFSP team
- An eligible child's file is closing

### REQUIRE PERSONAL INFORMATION BE KEPT CONFIDENTIAL

Information regarding the child or family may only be shared with other early intervention agencies with written consent of the parent. *Release of information without parental consent is only permitted in certain circumstances.*

## FILE AN ADMINISTRATIVE COMPLAINT

An administrative complaint is the process for resolving conflicts between families and TEIS.

## REQUEST MEDIATION

A mediation is a process for resolving disagreements between families and TEIS, using an impartial mediator.

## REQUEST A DUE PROCESS HEARING

A due process hearing is a formal procedure in which an administrative judge hears from both parties and decides on an outcome. The due process complaint is resolved within 45 days of after the resolution period has ended.

## FORMS

Copies of anything listed above may be requested from your service coordinator or from the Department of Intellectual and Developmental Disabilities.

