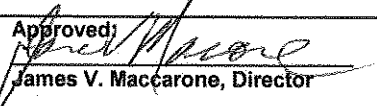


**MISSISSIPPI DEPARTMENT OF HUMAN SERVICES  
DIVISION OF YOUTH SERVICES  
JUVENILE INSTITUTIONS**

<b>Subject:</b> <b>Special Education: Related Services</b>	<b>Policy Number:</b> <b>14</b>
<b>Number of Pages:</b> <b>3</b>	<b>Section:</b> <b>XII</b>
<b>Attachments</b> <b>A. Related Services Tracking Log</b>	<b>Related Standards &amp; References</b>  <b>Individuals with Disabilities Education Act Amendment of 2004 (IDEA '04) and Regulations</b> <b>Mississippi Department of Education, Office of Special Education Policies (2013)</b> <b>Mississippi Department of Education, Office of Special Education Procedures (2016)</b> <b>Mississippi Nonpublic School Accountability Standards, 2004</b> <b>Section 504 of the Rehabilitation Act of 1973</b>
<b>Effective Date:</b> <b>06/09/2006, Reviewed 10/06/08, 12/15/10, 06/09/14, Revised 02/01/17</b>	<b>Approved:</b>  <b>James V. MacCarone, Director</b>

**I. POLICY**

It is the policy of the Mississippi Department of Human Services, Division of Youth Services (DYS), that all related services noted on a student's IEP that can not be provided by current DHS staff will be provided by contractual personnel that are licensed in that specific area.

**II. DEFINITIONS**

As used in this policy and procedure, the following definitions apply:

**Coordinator of Special Education** – person employed to oversee the everyday operations of the special education program Oakley Youth Development Center (Williams School).

**Related Services** – The term “related services” means transportation, and such developmental, corrective, and other supportive services (including speech-language pathology and audiology services, interpreting services, psychological services, physical and occupational therapy, recreation, including therapeutic recreation, social work services, school nurse services designed to enable a child with a disability to receive a free appropriate public education as described in the individualized education program of the child, counseling services, including rehabilitation counseling, orientation and mobility services, and medical services, except that such medical services shall be for diagnostic and evaluation purposes only) as may be required to assist a child with a disability to benefit from special education, and includes the early identification and assessment of disabling conditions in children.

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**Contracted Services** – related services provided by personnel that are licensed in a specific area noted on a student’s IEP that can not be provided by current DYS staff.

### **III. PROCEDURE**

1. The Principal or designee is informed by the IEP Committee that services on a student’s IEP cannot be provided by staff at the school.
2. The Principal or designee informs the Coordinator of Special Education of the related services needed.
3. The Coordinator of Special Education contacts the contract negotiator for MDHS/DYS to seek appropriate individuals, public and/or private agencies that are capable of providing the required related services.
4. A contract is entered into between MDHS/DYS and the appropriate individuals, public and/or private agencies to perform the related services.
5. Contractual services are monitored through facility sign-in logs. (Copy of sign-in log attached)
6. Copies of the actual service delivery documents will be included in the SPED files.