



Dear Parent/Guardian,

This permission form is being sent to you because it has been noted by school personnel that your child could benefit from extra support in that setting. If your child qualifies, school-based services can be provided to your child during the week at school. This may include therapy services, case management and/or skills training, depending on availability of the provider.

If you are interested in potentially having your child participate in school-based services, complete the attached form, and return it to your child's identified school contact person. Once we receive the forms at Hamilton Center, our staff will contact you regarding an initial assessment for your child. If your child is currently receiving services at Hamilton Center, we encourage you to continue with your current provider. Your child may be able to participate in both services.

Please note that private insurance will not cover school-based services; however, please do not hesitate to follow up with us. We may be able to assist in other ways.

Additionally, if you are a guardian of a child, Hamilton Center, Inc. will need the paperwork (actual court order OR letter of guardianship—two years old or newer) from the court system indicating you have been awarded guardianship by the court system. If you do not have paperwork from the court showing you are the legal guardian, then all enrollment paperwork will need to be signed by the parent including the referral. Likewise, if you are a Power of Attorney for the child, Hamilton Center, Inc. will also need a copy of the Power of Attorney documentation.

We hope that this school year will be successful for every student. If you have any questions about these school-based services, contact your child's school, they will put you in contact with the Hamilton Center staff assigned to your child's school or feel free to contact me at (812) 231-8103.

Thank you for your time.

Sincerely,

Erika McKinney
Manager of School Based Services
Hamilton Center, Inc.



Parent Permission Form For School-based Services

School Corporation and Hamilton Center have entered a joint effort to provide your child additional services in the school setting. Hamilton Center personnel may be working with you, your child and your child's teacher to help your child work toward increased school success. All information gained from you, your child or the school will only be shared with your written permission.

Procedures used in working with your child may include:

- 1) Interviews and/or consultation with:
 - a. Classroom teacher(s)
 - b. School staff and administrators
 - c. Family
- 2) Classroom Observations
- 3) Review of school records
- 4) Individual and/or group treatment sessions

As part of our services, we also require monthly participation of the parents so that we can provide the most effective services.

_____ Yes, permission is given for the counseling services.

_____ No, permission is denied.

Student Name

Parent/Guardian Printed Name

Student Signature

Parent/Guardian Signature

Address

Phone #

City, State, Zip

Date