

Utah Department of Health  
Children with Special Health Care Needs  
ABLE Program  
801-584-8552  
[www.health.utah.gov/able](http://www.health.utah.gov/able).

Dear Principal and Teachers,

Date:

We are writing to inform you that your student has been referred to the Community-based Services of ABLE Program under Children with Special Health Care Needs. We have scheduled a telephone appointment with the Parents soon and to make our visit as meaningful as possible we would appreciate coordinating with you on behalf of your student. The parent can give you a release to share information together and we look forward to helping this child with you in finding a more successful healthy school experience.

It would be most expedient if you would provide for the Parents any information you have to better understand the child's learning experience.

- IEP, 504, Health Plan, RTI, or other school supports
- Any psycho-educational testing such as achievement, aptitude, language or behavioral reports
- A series of report cards
- Completion of the Vanderbilt ADHD Diagnostic Teacher Rating Scale by the staff who currently knows the student or other behavioral assessments. (The parents will provide you our Web handout where the scales can be downloaded if you do not have them.)
- A few samples of his current work especially writing and arithmetic

We look forward to the upcoming collaborative consultation that may ultimately involve other providers on behalf of the family. A signed release can be provided, if necessary. Feel free to contact us if circumstances change. We find that a phone conference with the school, parents, and input by the primary health care provider can be helpful later if needed.

We are available for other students with health concerns needing collaboration in support of your student service team, which may require medical consultation by a pediatrician with pediatric psychology. Go to our website to more inform you.

[http://health.utah.gov/able/PDF\\_forms/handouts/DearPrincipal.pdf](http://health.utah.gov/able/PDF_forms/handouts/DearPrincipal.pdf)

Thanking you on behalf of the parents,

Louis Allen, Pediatrics

Susan Dickinson, Pediatric Psychology