

**Determining Eligibility for a Reading Disability Resulting from**

**Organic Dysfunction Flowchart**

A multidisciplinary team (M-team) meeting should be scheduled when a student receiving special education services is suspected of having a reading disability. The teacher of record (TOR) should invite 1 or more of the following:

* Psychologist
* Special education supervisor
* Reading/Language Arts instructor
* Other participants such as the principal, speech therapist, or assistive technology representative may also be invited if needed.

M-team reviews reading scores, student files, functional ability and other to determine if the student qualifies for special education services under the eligibility of print disabled due to a reading disability. A reading disability is defined as an organic dysfunction of sufficient severity as to prevent reading standard print material in a normal manner. The M-team completes Indiana Center for Accessible Materials (ICAM)/National Center on Accessible Instruction Materials (NIMAS) forms 1, 2, and 3A as part of the individualized education plan (IEP). Copies are sent to the Student Services Department and the Digital Rights Manager (DRM).

If the student does not qualify the M-team recommends strategies and/or programs to improve reading.

If the student does qualify, the TOR informs parent and provides a copy of ICAM/NIMAS forms 4 and 5 found in procedures.

* Form 4 is completed by a physician.
* Form 5 is completed by the parent.

Upon receiving ICAM/NIMAS forms 4 and 5, a case conference committee meeting is scheduled. State that the M-team has found student eligible for reading disability on the IEP in the notes section of the provisions page in IndianaIEP. “Does student need specialized format?” Check yes.

ICAM/NIMAS forms 3B and 3C should be completed in cooperation with the general education teacher to determine and request materials needed for the current school year. Email the completed forms 3A and 3BB to the DRM so materials can be ordered.

\*The ICAM/NIMAS forms are listed in the special education forms and procedures under section 8 on the Elkhart Community Schools website.