

# MISSOURI SCHOOL FOR THE BLIND

December 16, 2019

## **INSTRUCTIONS: FEDERAL CENSUS FOR INDIVIDUALS WHO ARE DEAF-BLIND**

The Missouri Deaf-Blind Technical Assistance Project is conducting the yearly federally-mandated census of students who are Deaf-Blind (birth through 21 years of age) in the State of Missouri. The Deaf-Blind Census includes any student who has a documented vision and hearing loss (dual- sensory loss). These students do not need to be legally blind nor do they need to have a severe to profound hearing loss. When both visual and hearing loss of any degree are present, register the student on the Census, even if the student was counted in the Child Count under a different disability category or they are not receiving Part B or Part C services from your local school district.

This Annual Census qualifies the educators and/or any other team providing services to these students, including their families, for technical assistance, in-service training and consultation at no cost.

**All educational programs must reply concerning their program's status.**

INSTRUCTIONS FOR COMPLETING THE CENSUS FORMS (Yellow Forms): For Additional guidance please see enclosed "ELIGIBILITY CHART: COMBINATION OF VISION AND HEARING LOSS", "MO Deaf-Blind Census Reporting Flow Chart" and "FREQUENTLY ASKED CENSUS QUESTIONS:"

**If you have new students to report:** (refer to "ELIGIBILITY CHART: COMBINATION OF VISION AND HEARING LOSS")

Make one copy of the "MO Deaf-Blind Census Reporting Form" and the "Parent/Guardian Release of Information Form" for each new student to be reported. Complete and return the three-page form and the Parent Release Form via one of the contact methods below.

If you are unable to get the Parent/Guardian Release of Information Form (ROI) signed and returned by the due date, please send the Census Reporting Form without it and return the signed ROI as soon as possible, as this is required to be included on the census.

**If you have continuing students to report:**

Update the information on the enclosed pre-filled census data sheet "2018 Deaf-Blind Census Reporting Summary" for each student. Make one copy of the "Parent/Guardian Release of Information Form" for each continuing student, obtain Parent/guardian signature and return the forms via one of the contact methods below.

**If you have a child/student who is no longer enrolled with your agency or if the district/agency does not have student(s) to report:**

Fill out the "NO LONGER ENROLLED/NONE TO REPORT FORM" if you if you need to remove a student from the census. Please provide as much information as possible.

If you do not have students who have combined vision and hearing losses to report.

Complete the "NO LONGER ENROLLED/NONE TO REPORT FORM" and return it via one of the contact methods below.

PLEASE NOTE: The term "infants and toddlers with deafblindness" means students, from birth through age 2, who are experiencing developmental delays in hearing and vision, have a diagnosed physical or mental condition that has a high probability of resulting in developmental delays in hearing and vision, or are at risk of having substantial developmental delays in hearing and vision.

On the last page of the form, after school information, there is a question about whether or not the child is receiving "Intervener Services." Intervener services provide access to information and communication and facilitate the development of social and emotional well-being for children who are Deaf-Blind. In educational environments, intervener services are provided to a student, typically by a paraprofessional, who has received specialized training in deafblindness and the process of intervention through the Open Hands, Open Access (OHOA): Deaf-Blind Intervener Learning Modules with support from MoDBTAP staff. An intervener provides consistent one-to-one support to a student who is deaf-blind (age 3 through 21) throughout the instructional day.

Completed forms should be returned via one of the contact methods below no later than **February 1<sup>st</sup>**.

Email: [Megan.Burgess@msb.dese.mo.gov](mailto:Megan.Burgess@msb.dese.mo.gov)

Fax: 314-773-3762

Mail: Missouri School for the Blind  
MoDBTAP ATTN: Megan Burgess  
3815 Magnolia Avenue  
St. Louis, MO 63110-4099

Should you have any questions, contact Megan Burgess at 314-633-1587 or [Megan.Burgess@msb.dese.mo.gov](mailto:Megan.Burgess@msb.dese.mo.gov).

Thank you for your prompt attention to this request.

Sincerely,

Megan Burgess  
Deaf-Blind Project Coordinator  
Missouri School for the Blind  
Missouri Deaf-Blind Technical Assistance Project

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**(314) 776-4320**  
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