



IEP Service Coordinator/Case Manager Notification

Dear Parent(s)/Guardian(s) of _____ Student # _____

School Attending: _____

We are pleased to inform you that the person(s) identified below will serve as your child's IEP Service Coordinator/Case Manager for the 2022/23 school year and will report monthly on your child's progress related to his/her IEP.

IEP Service Coordinator(s): _____

Maryland regulations (COMAR 10.09.52) require the Prince George's County School system to provide on-going service coordination regarding your child's IEP. This service includes coordinating related services and monitoring your child's progress in achieving the goals identified in his/her IEP.

Please sign and return this letter, to your child's school, indicating your consent to receive service coordination and your acceptance of the assigned IEP Service Coordinator(s). You are free to select your own IEP Service Coordinator or change them at any time by contacting your child's school.

Should you have any questions regarding this form, contact your child's current IEP Service Coordinator at the school.

Sincerely

I agree to service coordination for my child. I also agree to the appointment of the IEP Service Coordinator(s) identified above as my child's IEP Service Coordinator(s) as outlined in COMAR 10.09.52. I understand that I am free to choose an IEP Service Coordinator for my child and that if I wish to change my child's IEP Service Coordinator in the future; I can call the school to make the change. I understand that by not returning the signed form within 15 days constitutes my implied consent and agreement to accept the assigned IEP Service Coordinator(s) as written.

Child's Name

Parent Signature

Date

Prince George's County Public Schools