Pediatrician's Referral to RCEB for Children under Age 3

Infants and toddlers who are eligible for Early Start services under the age of 3 fall into one of three categories: 1) the child has an established risk condition resulting in developmental disability (ie. Down Syndrome, Cerebral Palsy, Mental Retardation, Autism, Epilepsy), 2) the child is exhibiting significant developmental delay or 3) the child is high risk due to multiple risk factors (see RCEB Early Start Referral form attached).

To refer a child under 3, please follow these simple instructions:
1) Fill out the attached referral form as completely as possible
2) Have family consent to referral and release of information using your own practice or clinic forms
3) Attach copies of medical records that identify a) suspected diagnosis and prognosis, b) illnesses, hospitalizations, surgeries, injuries/ accidents, c) immunizations, medications and allergies, d) diagnostic test results (including hearing screens, audiology reports, **complete ASQ, MCHAT and/or ASQ:SE** with their respective score sheets) and e) consultations requested and referrals made
4) Provide the family with RCEB <3 intake number: (510) 383-1355
                              AND/OR
   Fax referral form and supporting medical records to: (510) 633-5020
   ATTENTION: EI INTAKE COORDINATOR/UNDER 3

To avoid delays in services:
1) Do not send only a PM 160 face sheet or a simple summary of child's medical record in lieu of the complete medical records requested
2) Use your own consent for referral and release of information forms
3) Include copies of documentation identifying who holds educational rights if child is in foster care (check with Child & Family Services social worker)

To follow up on referrals of your patients/clients to Early Start:
1) First contact the families and see if they have been in contact with the Regional Center
2) If families have followed through and it's been at least 30 days since the referral was made, call the main number: (510) 383-1200 and you will be transferred to the child's service coordinator – by this time, the child has probably been entered into the database and easy to track