

# OPERATING PROCEDURES

## TRAUMATIC BRAIN INJURY

Gregory-Portland ISD

205902

Template update May 2020

Legal Framework: TRAUMATIC BRAIN INJURY

[Related Resources](#)

Broad Category: EVALUATION

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### PROCEDURES:

- Evaluation personnel follow the Texas state guidelines for determining eligibility for a traumatic brain injury.
- If the parents of student who is suspected of having a traumatic brain injury do not have a physician, G-PISD will work collaboratively with parents in order to ensure that students who need an examination performed by a licensed physician are able to do so. The district will coordinate the appointment and any student needs with the physician.
- When assessing students suspected of having a traumatic brain injury, the evaluation staff member will administer an intelligence and achievement measure to determine the current levels of intellectual and academic functioning. In addition, assessments will be conducted in the areas of cognition, language, memory, attention, psychosocial behavior, and information processing. A speech-language pathologist and/or related service personnel may also complete assessments in language, speech, sensory, physical functions and motor abilities. To establish eligibility as presenting with a traumatic brain injury, evaluation personnel must secure a Traumatic Brain Injury Disability Report from a licensed physician. Furthermore, TBI is an acquired injury caused by an external physical force resulting in a total or partial functional disability and/or psychosocial impairment. It cannot be a brain injury that is congenital or degenerative or the result of a birth trauma.
- G-PISD provides a release of confidential information to the parent in order to obtain informed consent to communicate with any outside professional(s) from whom information will be requested in order to determine eligibility and/or provide recommendations to the ARD committee.

### STAFF RESPONSIBLE:

**District Level:** Director of Special Education

**Campus Level:** Evaluation Personnel

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#### TIMELINES FOR IDENTIFYING DISABILITY CONDITIONS:

- Initial evaluations
- Reevaluations

#### EVIDENCE OF PRACTICE:

- Forms or checklists used
- Training artifacts (sign-in sheets, agendas, etc.)
- List of qualified evaluators with appropriate licenses and certifications
- Copies of evaluations