

STUDENT SERVICES – Clinical Services

Beautiful Plains School Division provides clinical services for the purposes of assessment, intervention and support. Clinicians are an integral part of the educational team and are to be included in determining programming and drafting of Student-Specific Plans (SSPs) Clinicians are under the immediate supervision of the Superintendent or designate.

Clinicians are expected to comply with expectations outlined by standards and guidelines set by their professional organizations.

Pre-Referrals

Prior to making a referral, the specific situation is discussed informally with the appropriate clinician. If there is uncertainty as to who is the appropriate clinician, the Coordinator of Student Services decides which clinician(s) will be involved.

1. Referrals for clinical services should follow the guidelines outlined by their respective governing bodies.
2. Referrals can be initiated by parents, however, clinicians are to refer the parent back to the school and the referral will be processed through the school in the usual manner.
3. Students may initiate the process by requesting to meet with a clinician. Parental consent is not required if student is of legal age (16 years old for mental health services).
4. Referral forms, available from resource teacher, shall include all pertinent information, and shall be signed by the parent, resource teacher, principal and coordinator.
5. The case manager or designate shall co-ordinate the referral process in each school and shall forward all copies of the completed form to the Coordinator of Student Services.
6. The Coordinator of Student Services will review the referral, sign the form, and forward the original copy to the appropriate clinician.

Assessment and Reporting:

1. Following the assessment, the clinician will record results and make recommendation regarding appropriate programming.
2. Copies of the assessment reports go to the clinical file, pupil support file, and parents/guardians. In certain cases where other professionals such as doctors or

agencies are involved, copies are also supplied to them under written parental consent. Consultative reports may be provided by clinicians as needed. The clinician will maintain appropriate communication with parents regarding assessments and reports.

3. One copy of the report will go to the school pupil support file. The resource teacher is responsible for sharing this report with appropriate school team members. Recommendations should be carefully noted and implemented.
4. Clinical reports should never be duplicated without the consent of the clinician.
5. Reports are not available to unauthorized personnel; e.g. assistants, secretaries and non-professional personnel except when directed by the clinician.

Programming Responsibilities

1. Suggested programming recommendations will be reviewed with parents and staff.
2. Activities for home, in class and direct service will be developed and provided when appropriate.
3. Strategies and training will be provided when needed.
4. Direct therapy with individual students or groups of students will be provided when appropriate.
5. Programs will be monitored and reviewed annually.
6. General consultation to classroom teachers and parents.
7. Together with school principal supervise support personnel conducting direct therapy programs.

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