

## WVEIICC Glossary of Legislation and Terms

### Legislation

#### -A-

**Americans with Disabilities Act (ADA):** A federal law that ensures civic rights and legal protections for all Americans with disabilities. [www.usdoj.gov/crt/ada/adahom1.htm](http://www.usdoj.gov/crt/ada/adahom1.htm)

#### -C-

**Child Abuse Prevention and Treatment Act (CAPTA):** Federal legislation that supports the States' duty and power to act on behalf of children when parents are unable or unwilling to do so. [www.acf.hhs.gov/programs/cb/laws\\_policies/cblaws/capta03/intro.htm](http://www.acf.hhs.gov/programs/cb/laws_policies/cblaws/capta03/intro.htm)

#### -F-

**Family Educational Rights and Privacy Act (FERPA):** Entitles the parent to confidentiality of information, the ability to review and request amendments to the child's early intervention record and the right to manage the release and receipt of information through informed written consent. [www.ed.gov/policy/gen/guid/fpco/ferpa/index.html](http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html)

#### -G-

**Government Performance and Results Act (GPRA):** Federal legislation to improve the confidence of the American people in the capability of the Federal Government, by systematically holding Federal agencies accountable for achieving program results. [www.whitehouse.gov/omb/mgmt-gpra/gplaw2m.html](http://www.whitehouse.gov/omb/mgmt-gpra/gplaw2m.html)

#### -I-

**IDEA (Individuals with Disabilities Education Act):** The federal law originally passed by Congress in 1975 as the Education of All Handicapped Children Act, P.L. 94-142, establishes the legal right of all children to appropriate public education in the least restrictive environment. In 1990, the Education for all Handicapped Children's Act was renamed the Individuals with Disabilities Education Act. Part B of the IDEA provides regulations for special education services for children from age 3 through 21. Part C of the IDEA provides the regulations governing states' infant and toddler programs, including WV Birth to Three. [www.ed.gov/offices/OSERS/IDEA](http://www.ed.gov/offices/OSERS/IDEA)

#### -N-

**No Child Left Behind (NCLB):** Federal law which asks the states to set standards for student performance and teacher quality. The law establishes accountability for results and improves the inclusiveness and fairness of American education. [www.ed.gov/nclb/landing.jhtml](http://www.ed.gov/nclb/landing.jhtml)

#### -P-

**Policy 2419:** WV Department of Education policy for implementing Part B of the Individuals with Disabilities Education Act. <http://wvde.state.wv.us/policies/p2419.html>

**Policy 2525:** This procedural rule establishes the criteria for approving and operating programs for four year old children and three year old children as mandated under federal law and herein after is referred to as West Virginia's Pre-k System (WV Pre-k). [www.wvdhhr.org/oss/pieces/portal/](http://www.wvdhhr.org/oss/pieces/portal/)

**Policy Series – 5100, 8500 and 8900:** WV Department of Health and Human Resources, Bureau for Public Health, Office of Maternal, Child and Family Health policies for implementing Part C of the Individuals with Disabilities Education Act.

#### -S-

**Section 619:** Part B of the Individuals with Disabilities Education Act, specifying the requirements for educating children aged 3-5.

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## Terms

-A-

**Adaptive Behavior:** Skills developed as a child grows to allow the child to take care of himself (feeding, eating, dressing, etc.) and enable the child to become independent.

**Abduction:** Movement of a joint away from the midline, or center, of the body.

**Advocate:** Someone who takes action to help someone else

**Adaptive Equipment:** Devices used to assist children and adults in functional activities, including specially designed eating utensils, seating, and walking or other mobility aids.

**ADD (Attention Deficit Disorder):** A cluster of symptoms including short attention span and/or impulsive behavior.

**Adduction:** Movement of a joint toward the midline, or center, of the body.

**ADHD (Attention Deficit Hyperactivity Disorder):** A cluster of symptoms including short attention span, impulsive behavior, and hyperactivity.

**ADL (Activities of Daily Living):** Daily self-care activities including dressing, bathing, toileting, and eating.

**AIDS (Acquired Immune Deficiency Syndrome):** An immunodeficiency syndrome caused by HIV (human immunodeficiency virus) transmitted through bodily fluids.

**Ankle/Foot Orthosis (AFO):** A brace designed to be worn on the foot and lower leg below the knee, sometimes called a short leg brace.

**Annual Application:** An application completed and submitted to the US Department of Education, Office of Special Education to obtain budgetary funding for the upcoming fiscal year to implement the early intervention system.

**Annual Performance Report (APR):** A report provided to the US Department of Education, Office of Special Education to illustrate the means by which a state is implementing Part C of the Individuals with Disabilities Education Act.

**Annual Review:** Annual assessment of the goals and objectives of an Individualized Family Service Plan (IFSP) at which time appropriate

revisions are made based on the child's progress and developmental/educational needs

**Apgar Scores:** Numbers based on a scale to measure a baby's general condition at birth and 5 minutes after birth. Baby is observed for 1) heart rate, 2) respiratory effort, 3) muscle tone, 4) reflex irritability, and 5) color. Each area gets a 1 or 2, for a maximum total score of 10.

**Aphasia:** A loss or impairment of the ability to understand or express language in either written or spoken form.

**Apnea:** A temporary cessation of breathing. Cause can be a number of medical conditions or unknown.

**Applied Behavior Analysis (ABA):** ABA is a science that uses laws of learning to understand and teach behavior. Strategies based on ABA take a planned approach to changing what comes before and after a behavior to teach new skills and decrease challenging behaviors. Part of this planning is finding items and activities the child enjoys and using them as rewards.

**ASL (American Sign Language):** Considered the native language and primary source of communication by many in the deaf community.

**Assessment:** A collecting and bringing together of information about a child and/or family's needs. It is a process which might include observation, and informal and formal testing, parent report to determine a child's strengths and needs to plan the early intervention services. In early intervention, families are important contributors to the assessment process and can define ways professionals can assist them in helping their child.

**Assistive Technology:** An item, piece of equipment, or product system, whether acquired commercially off the shelf, modified, or customized, that is used to increase, maintain or improve the functional capabilities of young children with developmental disabilities.

**Asthma:** A condition triggered by allergies, exercise, or environmental conditions resulting in wheezing, coughing, and loss of breath.

**Ataxia:** Inability to coordinate muscular

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movement. May be associated with cerebral palsy.

**At-risk:** A term used to describe children who are considered likely to have difficulties because of medical problems at birth, home life circumstances, or other factors and may need early intervention services to prevent future difficulties.

**Atypical Development:** Unusual development of behavior or emotional skills, such as unusual ways of interacting with toys or people, not being able to pay attention or becoming easily frustrated.

**Audiologist:** A specialist who evaluates and provides treatment for people with hearing loss and deafness.

**Auditory Brainstem Evoked Response Testing (ABR):** A hearing test to determine if sounds are being transmitted to the brain.

**Autism:** A complex developmental disability caused by a neurological disorder affecting the functioning of the brain characterized by severe, persistent and atypical problems in social interaction and communication, along with unusual and repetitive behaviors, occurring before age 3. It is a spectrum of disorders ranging from mild to severe that affects how a child relates to others, attends to what is happening around him and communicates with others both socially and emotionally to get her needs met.

### -B-

**Balance:** The ability to maintain the body in an upright posture.

**Behavior:** The way a person acts or conducts himself, or observable responses to stimulation.

**Bilateral:** Occurring or relating to both sides of the body

**Bilirubin:** A yellowish substance produced when red blood cells break down. May cause jaundice, a yellowing of the skin, and in large amounts, kernicterus, a form of brain damage.

**Blindness:** A loss of sight which is either hereditary or acquired.

**Board Certified Behavior Analyst (BCBA)** – an individual with a background and certificate in behavior analysis who work with a variety of populations including individuals with Autism and other disabilities.

**Body Image:** An individual's concept of his/her body.

**Braces:** see *orthotic device*.

**Bradycardia:** A slow heartbeat marked by a pulse rate under 60 beats per minute.

### -C-

**Catheter:** A thin, hollow tube for withdrawing fluids from the body. Commonly used by children with spina bifida to withdraw urine from the bladder through the urethra.

**Central Nervous System:** The part of the nervous system consisting of the brain, spinal cord, and cranial nerves; the command center of the nervous system.

**Cerebral Palsy:** A disorder caused by damage to the central nervous system before, during, or within two years of birth. The disorder is not progressive and results in various types and degrees of muscle weakness, muscle tone imbalance, and coordination.

**Cerebrospinal Fluid (CSF):** Liquid surrounding the brain and spinal cord that protects against trauma and sudden pressure changes.

**Central Directory:** A federally required component of early intervention systems responsible for listing of services, supports and resources available to families with young children.

**Central Finance Office (CFO):** An organization responsible for management of fiscal resources within a system.

**Child Advocate:** A parent or professional, paid or unpaid, who acts on behalf of a child and family to protect their rights and interests and ensure access to services.

**Child Count:** Unduplicated count of students receiving special education services; includes students served by the district in their local programs and those students served through contractual agreement with another school district or approved private agency (due in December).

**Child Find:** A state and local program mandated by the Individuals with Disabilities act to identify children with, or at risk of, developmental delay

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and refer them to appropriate early intervention services.

**Child Outcome Summary Form (COSF):** A tool utilized to summarize evaluation and assessment information into a consistent reporting mechanism for teams to provide information to the WV Birth to Three state office reflecting child progress toward OSEP identified outcomes.

**Cleft Lip:** A birth defect that occurs between the third and tenth week of fetal life when the upper lip doesn't fuse, leaving one or more vertical openings that may extend up to the nose.

**Cleft Palate:** A condition which the palate (roof of the mouth) does not close during fetal development, resulting in an open space. Causes difficulty with nursing, eating, and speaking and often required multiple surgeries during childhood.

**Cognitive Development:** Skills children develop as they grow that assist them in problem solving, learning, playing and interacting with their environment.

**Communication Development:** Skills children develop as they grow which allow them to tell others their wants by using signs and gestures when young (such as looking and pointing) and using spoken language when older.

**Communication Board:** An augmentative communication device consisting of a board on which letters, objects, and/or actions are represented. Can be manual or electronic; use and size are determined by a child's individual needs.

**Concerns:** Areas family members identify as needs, issues, or challenges they would like to address as part of the IFSP

**Confidentiality:** The limiting of access to a child or family's records to personnel having direct involvement with the child. Parents must give permission for professional staff to share information with other agencies.

**Congenital:** Referring to a condition present at birth that may be hereditary (a genetic disorder), the result of a problem during pregnancy (such as maternal infection), or a result of injury to the fetus prior to the time of birth.

**Consent:** Signature of parent/guardian indicating agreement with and approval for initial evaluation and initial placement; always

voluntary and may be revoked at any time; one can always choose not to agree to some services and to agree to others; *informed consent* means that a person has been given all the information needed to make a decision

**Contracture:** A permanent shortening of a muscle at a joint. Most often the joint is pulled into a flexed (bent) position resulting in weakness and functional limitations. Effects can be reduced or controlled by consistent exercise, functional movement, and appropriate positioning.

**Counselor:** A specialist who is trained to assist families in understanding their child's special needs and how to cope with the everyday pressures and emotional feelings associated with raising a child with developmental delays.

**Continuous Quality Improvement (CQI):** A process developed to support quality assurance and monitoring activities of an early intervention system.

**Comprehensive System of Personnel Development (CSPD):** A required component of the Federal law indicating that states must have a description and plan for identifying which professionals may serve children and families in the system, as well as the requirements these individuals must meet to maintain their credential to work in the system.

**Cystic Fibrosis:** A hereditary childhood disease caused by defective enzyme production in the pancreas. Results in excess mucous in the lungs, causing severe respiratory problems.

### -D-

**Deaf/Blind:** Disability in which visual and hearing impairment occur concomitantly

**Deaf Educator -** A trained specialist in the evaluation and treatment of children with hearing loss including children who have hearing aids or cochlear implants. This specialist is knowledgeable of a variety of modes of communication including sign, auditory aural, auditory verbal, cued speech, total communication etc. and can provide information to the family and IFSP team on educational acoustics in the home and other locations where the child spends time

**Deafness:** A partial or complete loss of hearing.

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**Developmental Delay (DD):** A condition marked by a difference between a child's actual development and the expected age of reaching developmental milestones. Includes measures of sensorimotor, cognitive, social, emotional, and adaptive behavior.

**Developmentally Appropriate Practice:** An educational program based on age-appropriate, developmental, and individual needs of each child, emphasizing learning as an interactive process.

**Developmental Milestones:** Skills that are recognized as a measurement of a child's functioning, or development, and that are typically achieved at a certain age. Taking steps independently is an example of a developmental milestone.

**Developmental Specialist:** A specialist who provides families with the information skills and support needed to enhance the child's development including, designing learning environments, curriculum planning related to the materials, activities and strategies that will help achieve the child's outcomes. The developmental specialist typically has an understanding of general development across all developmental areas, and may have specific areas of specialty such as promoting learning strategies, parent and child relationships, social emotional development, adapting everyday activities to help the child learn, or helping other care givers in settings such as child care to know how to enhance the child's development, and include the child in typical activities.

**Diabetes Mellitus – Type 1:** A metabolic disorder caused by faulty insulin production by the pancreas. Results in high blood-sugar levels and weight loss, which are controlled by insulin injections, diet, and exercise. Previously known as Juvenile Diabetes.

**Diagnosis:** The process of examination, testing, and analysis of results used by physicians and other care providers, to decide on a cause or a category of signs and symptoms which describe a child's condition.

**Diplegia:** A motor disability marked by muscle weakness and tone imbalance, and in coordination of either both legs (most common) or both arms (unusual).

**Disability:** A limitation in a person's ability to perform an activity considered typical for her/his

age and general circumstances.

**Down Syndrome:** A genetic disorder caused by abnormal cell division during fetal development. Results in variable degrees of developmental delay, medical problems, and mental retardation.

**Dyslexia:** A learning disability in which a child has difficulty interpreting and processing written language.

**Due Process:** A system of procedures ensuring that a family will be notified of, and have the opportunity to contest decisions made about their child. As it pertains to Part C (early intervention) and Part B (special education) of IDEA, due process refers to the legal right to appeal any decision regarding any portion of the process.

-E-

**Early Intervention Record:** Any personally identifiable information about a child or family generated by the early intervention system that pertains to evaluation and assessment, development of the IFSP, and delivery of early intervention service.

**Echolalia:** An involuntary repetition of words spoken by others, sometimes seen in children with autism.

**EEG (Electroencephalogram):** A test used to measure electrical activity in the brain.

**Eligibility:** The determination of whether or not a child qualifies to receive services based on meeting established criteria.

**Eligibility Criteria:** Standards used to classify a child's disabling condition; criteria are specified for each condition/category

**EMG (Electromyogram):** A test used to measure the electrical activity produced by a muscle contraction.

**Encephalitis:** An inflammation of brain tissue, usually caused by an infection. Encephalitis can be mild, but is more commonly serious, and may result in seizures, paralysis of one side of the body, brain damage, coma, or death.

**Encephalopathy:** Any dysfunction of the brain. Sometimes used to describe conditions of brain damage in which the cause is unknown and there is no specific diagnosis.

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**Epilepsy:** A condition characterized by recurrent seizures that are caused by abnormal electric activity in the brain. Seizures can occur for many reasons, including damage to the brain due to infection, injury, birth trauma, tumor, stroke, drug intoxication, and chemical imbalance.

**Explanation of Benefits (EOB):** Monthly statements received by families of children enrolled in WVBTT from the Central Finance Office detailing the services billed for and reimbursed to practitioners on part of the family.

**Extended School Year (ESY):** Summer school services that are available to eligible children through Part B of the Individuals with Disabilities Education Act (IDEA).

**Evaluation:** Procedures used by qualified professionals to determine a child's initial and continuing eligibility for early intervention services that are consistent with the definition of infants and toddlers with disabilities in the State. May include parent interview, observation of the child at play, formal and informal testing.

**Expressive Aphasia:** A condition in which a person can understand written or spoken language but cannot articulate ideas or give appropriate responses.

**Extension:** Straightening of the neck, trunk, or limbs. This movement increases the angle between the bones.

**Expressive Language:** The ability to communicate through speech, writing, augmentative communication or gestures.

### -F-

**Family Survey:** WVBTT mails a survey to families near their child's exit at three years of age. The survey gathers information and input related to family outcomes for Part C.

**Febrile:** Feverish, or having an extremely high body temperature.

**Fetal Alcohol Effects (FAE):** A cluster of developmental problems arising from fetal exposure to alcohol. Can include mild to moderate mental retardation and behavioral problems.

**Fetal Alcohol Syndrome (FAS):** A more severe and definitive cluster of developmental problems arising from fetal exposure to alcohol. Can

include delayed developmental milestones, moderate to severe mental retardation, inappropriate social behavior, and behavioral problems.

**Fine Motor:** Skilled body movement which use the small muscles and hand manipulation of small objects, including eye-hand coordination skills. For example, picking up small objects and putting them into or taking out of a container, or pouring liquid.

**Flexion:** To bend, bringing the body parts that a joint connects toward each other. Bending the neck, trunk, and limbs are examples of flexion.

**Form Discrimination:** Recognition by touch of various sizes, shapes, and textures of different objects.

### -G-

**Gestational Age:** The age of a child at birth, from the day of conception to the day of delivery. This is usually expressed in terms of weeks, 24 weeks gestational age; 35 weeks gestational age. The amount of time considered to be "full term" is 37 - 40 weeks. Anything less than 37 weeks is considered to be "premature."

**Gastrostomy Tube:** A tube placed through a surgically created hole in the abdominal wall for the purpose of getting nourishment directly into the stomach. Used in cases of serious eating and/or swallowing disorders.

**Grand Mal Seizure:** Also known as a tonic-clonic seizure. A convulsion lasting several seconds to minutes, involving involuntary muscle contractions of the whole body.

**Gross Motor:** Movement skills or development involving the large muscles. Includes postural and balance activities, crawling, sitting, walking, and running.

### -H-

**Handicap:** Any disadvantage that limits or prevents a person from performing age-appropriate activities. Term is often used to emphasize environmental barriers to activities.

**Hearing Impaired (HI):** A person with hearing loss from mild to profound as indicated on an audiogram. It includes the sub classifications deaf and hard of hearing and is often broken down into five categories: mild (27-40 dB ISO),

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moderate (40-55 dB ISO), moderate-severe (56-70 dB ISO), severe (71-90 dB ISO) and profound (91-dB ISO and greater).

**Hemiparesis/Hemiplegia:** Motor dysfunction of just one side of the body, including muscle weakness, muscle tone imbalance, and coordination.

**Hemophilia:** Hereditary blood disease characterized by prolonged coagulation time. Results in failure of blood to clot and abnormal bleeding.

**Hospice:** A program designed to offer support services to the terminally ill patient and the family.

**Hyperactivity:** Abnormally increased motor activity, resulting in difficulty with concentrating on one task or sitting still.

**Hydrocephalus:** A condition in which excess cerebrospinal fluid accumulates in and around the brain as a result of disability or illness. It is treated by shunting the extra fluid from the brain to another body cavity, often the stomach.

**Hypotonia:** Muscle marked by very low muscle tone or tension. Hypotonia can result in extreme muscle weakness, in coordination, and delays in motor milestones in children.

-I-

**IEP (Individualized Education Program):** This is a contract between the public school and the child with special needs and their family. Prior to the child entering public school at the age of three (3) evaluations are completed to determine eligibility. The IEP meeting is conducted for eligible children, with the parents as full participants and decision makers. The IEP will state: the child's present levels of functioning, the specific services to be provided, long range goals for the child, as well as specific objectives for the year. Placement, including where and how a child will receive services, is determined at this meeting.

**IFSP (Individualized Family Service Plan):** A written plan describing the infant's or toddler's current level of development; the family's strengths and needs related to the enhancement of their child's development; goals for the child and the other family members, including criteria, procedures, and time lines used to evaluate progress (the IFSP is evaluated

and adjusted at least once a year and reviewed at least every six months); and the specific early intervention services needed to meet the goals (including the frequency and intensity and method of delivering service, the projected date of initiating services, and the anticipated duration).

**Inclusion:** A process by which children with disabilities as well as peers who are more typically developing, participate together in all activities. Every child in a classroom is valued and encouraged to participate fully.

**Interagency Agreements/Procedures:** Agreements among agencies that outline procedures or activities to be done to achieve a specific purpose. For example, WVBTT RAUs have interagency agreements to facilitate transition with each county school system.

**Intervention Strategies:** The selection of individual instructional processes to assist the infant or toddler in the acquisition of skills including identifying reinforcers, and motivators, use of modeling, verbal, non-verbal cues, and systems of prompts, errorless learning procedures, timing, selection of materials, generalization techniques, etc. Intervention strategies are most successful when used to support the child's participation in everyday routines and activities.

-J-

**Jaundice:** A yellowing of the skin, the mucus membranes, and the whites of the eyes caused by too much bilirubin in the blood. Jaundice is common in newborns but untreated jaundice can result in a form of brain damage known as kernicterus.

**Juvenile Rheumatoid Arthritis:** A chronic disease marked by inflammation of the joints. Causes pain, joint swelling, and limitations of joint movement, which are controlled with medication, rest, and careful, regular exercise.

-K-

**Karyotype:** Orderly arrangement of chromosomes from a single cell used for diagnostic or research purposes.

**Kinesthesia:** Perceptual awareness of how body parts move in space; an awareness of movement.

**Knee/Ankle/Foot Orthosis (KAFO):** A brace

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designed to be worn from the foot to above the knee; sometimes called a long leg brace.

### -L-

**Laterality:** A young child's developing inner sense of the body's two sides. Leads to early gross motor skills involving the cooperative work of both sides (rolling, crawling, walking), fine motor skills, and preparation for complex eye-hand coordination.

**Lead Agency:** State agency which has been designated by the Governor to administer and implement a statewide, coordinated, multi-disciplinary, interagency, service delivery system for infants and toddlers with disabilities and their families, under Part C of the Individuals with Disabilities Education Act. In WV, the lead agency for Part C is the Department of Health and Human Resources.

**Leukemia:** A chronic or acute cancer of the blood in which abnormal cells in bone marrow prevent the formation of normal blood cells.

**Lordosis:** A significantly increased forward curve of the lower spine, sometimes called swayback.

**Low Birth Weight:** Infants born weighing less than 2500 grams (under 2 pounds)

**LRE (Least Restrictive Environment):** An educational placement that ensures to the maximum extent possible, children with special needs are educated with children not in need of special education services.

### -M-

**Mandated:** Required by law to be provided to eligible persons and families.

**Mediation:** Is a voluntary and confidential process for families and the early intervention system or public school system to meet and discuss concerns in order to negotiate a mutually satisfactory solution to a disagreement.

**Intellectual Disability:** A condition caused by a range of biological and/or environmental factors and resulting in delay of cognitive and social adaptive skills.

**Myelomeningocele:** A protrusion of the spinal cord and its encasing membrane through an opening in the bony spinal column, resulting in damage to the spinal cord. Occurs during fetal development and is often a factor in spina

bifida.

**Microcephaly:** A condition in which the head is abnormally small.

**Monitoring:** Procedures used to verify compliance with Federal law and/or state policy and procedure.

**Multidisciplinary Evaluation:** Assessment of various areas affecting educational performance; such assessment requires evaluation/input from various disciplines

**Multidisciplinary Team:** Required members of an evaluation team: Parent/family member, Interim and/or Ongoing Service Coordinator, and at least 2 different disciplines most closely related to the child's needs. This team will review existing information and conduct additional evaluations and assessments to facilitate determining eligibility for the WVBTT system.

**Muscle Tone:** The degree of tension or tone in muscle. Normal tone has a wide range but always supports developmentally appropriate movement. Hypotonia is a very low tone; hypertonia is a very high tone.

**Muscular Dystrophy:** A progressive neuromuscular disease marked by degeneration of muscle cells. Results in increasing muscle weakness and loss of independent movement.

### -N-

**Native Language:** The language or mode of communication normally used by the parent or an eligible child. Meeting the native language requirements might include providing information in a different language, including sign language, or providing information in alternative formats such as Braille or audio.

**Natural Environment (NE):** Locations in which children without disabilities participate in a routine fashion, including the activities and interactions which occur in these locations.

**Neurofibromatosis:** A hereditary disorder involving the development of usually benign tumors.

**Neurologist:** A physician who specializes in the evaluation and treatment of diseases and conditions of the nervous system.



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**Neonatal Intensive Care Unit (NICU):** Specialized care facility within hospitals to care for the youngest and neediest newborns.

**Norm-referenced test:** Evaluations or assessments which compare an individual's performance with the performance of others.

**Notice/Consent:** Written notification provided to parents/guardians regarding a system's intent to evaluate, place, or change placement, and the parental/guardian consent for such action

**Nurse:** A trained specialist who is knowledgeable in the evaluation of how specific medical conditions impact the health and development of young children. This specialist can provide parents with information and support as well as make recommendations to assist parents in working more closely with their child's primary care providers and/or other medical specialists

**Nutritionist:** A specialist trained in the evaluation and treatment of feeding and nutritional problems. This specialist can provide parents with information and support as well as make recommendations to assist parents in working more closely with the child's primary care providers and/or other medical specialists

**Nystagmus:** Involuntary, rapid eye movements.

### -O-

**Occupational Therapist:** A specialist in the evaluation and treatment of developmental disorders with emphasis on fine motor and perceptual motor skills, sensory integration, and functional activities of daily living.

**Ophthalmologist:** A physician who specializes in the evaluation and treatment of eye disorders.

**Orthopedist:** A physician who specializes in the prevention and treatment of musculoskeletal disorders of the body, including bones, muscles, joints, ligaments, and cartilage.

**Orthotic Device:** Braces or mobility equipment (wheelchair, walker, prone stander) which support muscles and joints to encourage and support independent movement.

**Orthotist:** A specialist in the design, development, and use of braces and adaptive devices.

**Osteogenesis Imperfecta:** A congenital condition marked by imperfect bone formation and

resulting in brittle bones which break easily. Sometimes called brittle bone disease.

**Outcome:** Statement of the changes that family members want to see for their child or themselves

### -P-

**Paraplegia/Paresis:** Paralysis or extreme weakness of the lower trunk and legs caused by congenital or traumatic spinal injury.

**Parent:** A parent, guardian, acting (foster) parent or surrogate parent. The term does not include the State if the child is a ward of the State.

**Parent Partner:** WV Birth to Three provides funding for each RAU to employ at least one Parent Partner to facilitate linkages with parents and parent organizations in the region.

**Perseveration:** Constant repetition of words, phrases, or movements.

**Petit Mal Seizure:** Also known as absence seizures. A seizure lasting several seconds and not usually observable to the casual onlooker.

**Phasic Reflexes:** Automatic responses to stimuli normally seen in newborn and very young infants. One example is "rooting" in which the head turns toward a touch on the cheek.

**Physical Development:** Skills that a child develops as he grows that allow the child to move using large muscles (gross motor) and small muscles (fine motor). Physical development also includes the development of vision and hearing.

**Pronation:** The turning or rotation of the wrist, resulting in the palm of the hand facing downward.

**Prone Position:** A position in which a person lies on his stomach, face down.

**Prone Stander:** An assistive device designed to fully support a person in the standing position. Is often used with non-independent walkers to give them the experience of prolonged standing and help strengthen joints and muscles.

**Proprioception:** Perceptual awareness of where body parts are positioned in space.

**Prosthesis/Prosthetic Device:** An artificial replacement for a body part.

**Psychologist:** A specialist who is trained to perform psychological and educational testing, evaluation, and treatment.

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**Physical Therapist:** A specialist in the evaluation and treatment of sensorimotor delay and disorder with emphasis on gross motor, balance, walking, and general mobility and functional skills.

**Preschool Special Education Services:** Preschool services are provided by, or under the supervision of, the local school system for children with special needs who are age three to age five, and qualify for services under the Individuals with Disabilities Education Act (IDEA) Part B Section 619. Your child may be eligible for these services at his third birthday. Not all children who receive early intervention services prior to this age will qualify for services under the school system.

**Prior Notice:** Parents must receive written notice before the public agency or service provider proposes or refuses to initiate or change the identification, evaluation, or placement of a child or the provision of early intervention services to a child and a child's family

**Priorities:** A family's choice as to what extent early intervention will be in the family's life; what is most important to the family

**Procedural Safeguards:** Policy established to protect the rights of all parties involved in the education of children with disabilities

### -Q-

**Quadripareis/Quadriplegia:** Paralysis or extreme weakness of the neck, trunk, leg, and arm muscles caused by congenital or traumatic injury to the spinal cord.

### -R-

**Range of Motion:** Measured degrees or amounts of motion in joints. Each joint in the body has particular movement patterns and typical, measurable degrees of motion.

**Receiving Agency:** Any agency or organization that may be providing services and/or supports to a child and family upon transition from another system.

**Receptive Aphasia:** A disorder whereby a person cannot understand or process written or spoken language.

**Receptive Language:** The process of receiving and understanding written gestures and spoken language.

**Referral:** A formal notification to the early intervention system that a child may need early intervention services. A referral may be made by a parent or a professional and must be made within two days of suspecting the child may have or be at risk of having developmental delay.

**Regional Administrative Unit (RAU):** Eight regional agencies with grants from WVBT to implement WV Birth to Three system requirements on a local basis. Responsibilities include acting as the System Point of Entry and assisting families into the WV Birth to Three system; maintaining hard copy and electronic educational records for each child; establishing relationships with primary referral sources and other community partners.

**Related Services:** A term from Part B of IDEA, referring to such developmental, corrective, and other supportive services as are required to assist a student with disabilities to benefit from special education; includes such services as transportation, speech pathology & audiology, psychological services, physical & occupational therapies, recreation, early identification and assessment of disabilities, and counseling & medical services for diagnostic or evaluation purposes

**Resources:** Strengths, abilities and supports that a family can use to meet its needs; may be formal or informal

**Righting Reactions:** automatic movements in which the head and neck realign with the trunk when the body is moved off balance.

**Rotation:** In reference to joint movement, turning motion which is possible at ball-and-socket joints (such as the hips and shoulders) and at the trunk of the body.

### -S-

**Scoliosis:** A lateral or side-to-side curvature of the spine, in the shape of a long "S".

**Screening:** Process of identifying children in the general population, birth through twenty, who may be at risk of developmental issues.

**Service Coordinator:** The goal of service coordination is to give parents the information, skills and confidence they need to identify, obtain, coordinate, and evaluate resources and services on their own. The service coordinator's role is to coordinate assessments, IFSP planning,

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the evaluation and delivery of services listed on the IFSP, transition, advocacy, and help in the completion of necessary forms and paperwork. Service Coordinators assist with coordinating with other services, programs, or resources the child and family might be receiving or in need of receiving. Interim Service Coordinators assist families from referral to IFSP development. On-going Service Coordinators assist families from the development of the IFSP to transition out of the system.

**Seizure Disorder:** A neurological condition in which there are abnormal brain waves, resulting in convulsions.

**Sensorimotor:** Using sensory information (visual, auditory, tactile, etc.) to perform motor skill and functional activities, for example, self-care.

**Sensory Integration:** The internal process of integrating all sensory input.

**Shunt:** A thin tube going from the cranial cavity (space around the brain) into another body cavity (often the stomach) to drain excess fluid from the brain.

**Sickle Cell Anemia:** A hereditary form of anemia mainly affecting African Americans. Causes red blood cells to produce abnormal hemoglobin, resulting in abdominal and bone pain and leg ulcerations.

**Social and Emotional Development:** Skills a child develops as he or she grows that allow the child to interact with others (playing, responding to adults and other children) and allows the child to express emotions (laughing, crying, talking about feelings).

**Social Worker:** A specialist who is trained in the evaluation and treatment of child and family issues arising from family life circumstances.

**Spasticity:** Muscle tone marked by very high tension. Interferes with voluntary movement and can lead to stiffening of muscles around a joint.

**Special Education:** Specifically designed instruction, at no cost to the parent, to meet the unique needs of a child with disabilities, including the following: classroom instruction; instruction in physical education; home instruction; and instruction in hospitals and institutions

**Special Educator:** A specialist who is trained in the evaluation and treatment of specific

developmental disorders such as autism, mental retardation or severe behavioral issues

**Special Instruction:** Education and learning services provided in the home or in a center by a specialist trained in the education of those with special developmental or behavioral needs

**Speech and Language Pathologist:** a specialist in the evaluation and treatment of disorders of speech articulation and communication, including receptive and expressive language. Speech and Language Pathologists may also have areas of specialty such as feeding, oral motor, or augmentative communication.

**Spica Cast:** A full body cast extending from the chest to the legs. Often put on children after hip surgery.

**Spina Bifida:** A congenital condition that occurs when the body spinal column does not complete close, allowing a protrusion of part of the spinal cord and/or its encasing membrane.

**Stakeholder:** An individual or group that has an investment, share, or interest in something.

**State Performance Plan (SPP):** A component of the Federal legislation requiring states to develop a 5 year plan regarding the implementation of Parts B and C of the Individuals with Disabilities Education Act.

**State Systems Improvement Plan (SSIP):** The plan identifies targeted areas for system improvements. Developed by WVBTB in accordance with requirements by OSEP.

**State Training and Registry System (STARS):** The mission is to improve the quality care and education for young children and their families in WV by enhancing the skills and career opportunities for all those who care for and education our youngest citizens.

**Strabismus:** Failure of the eyes to focus on an image, usually the result of an imbalance of the eye muscles.

**Supination:** The turning or rotation of the wrist, resulting in the palm of the hand facing upward.

**Supine Position:** A position in which a person lies on his back, face up.

**Surrogate parent:** Persons appointed to act for the parent/guardian of a child with disabilities

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when the parents are unavailable, unknown, or when the child has been committed to the custody of a public agency or institution

**Syndrome:** Used to describe a group of symptoms or characteristics of a particular condition, for example, Down syndrome.

**System Point of Entry (SPOE):** See Regional Administrative Unit

### -T-

**Tourette's Syndrome:** A syndrome of facial and vocal tics with onset in childhood, progressing to generalized jerking movement in any part of the body. Also known as Gilles de la Tourette's syndrome.

**Transition:** Transition services are provided, as necessary, when children transition into, within and out of the early intervention system to prepare for a smooth transition for the child and family. When turning three a child must have a transition plan that details what information, skills and supports the child and family will need when they move out of early intervention. A formal transition plan must be developed at least 90 days and not more than 9 months before a child turns three. The plan includes a transition conference meeting at least 90 days before child's third birthday where representatives of future possible programs/services come together to share information and plan for a successful transition.

**Transportation:** Assistance in getting to some of the services listed on the IFSP

**Tuberous Sclerosis:** A hereditary disease marked by seizures, developmental delay, and deterioration of cognitive and social-adaptive skills.

### -V-

**Vestibular:** Refers to the sense of balance that is mediated through a system located in the inner ear.

**Vision Services:** Services related to a person's ability to see; may include evaluation of ability to see and special equipment (e.g., glasses, magnifying tools, large print books)

**Vision Specialist -** A trained specialist in the evaluation and treatment of children with ocular impairments that cause low vision or blindness. Some specialists also have additional knowledge and training in working with children with Cortical Visual Impairments.

**Visually Impaired:** Limited visual acuity which, even with correction, adversely affects educational performance; includes partially sighted and blind

**Visual Motor Coordination:** The ability to coordinate vision with the movement of the body or parts of the body.