

Amarillo Independent School District

Criteria for Payment of Evaluators' Fees

To: Evaluator

Below are the criteria that must be met before Amarillo Independent School District will be able to pay for evaluations --

Qualifications of the Examiner

Evaluators must provide proof of: expertise in area of dispute; certification or license in area of specialization. Evaluators must agree to follow TEA guidelines in completing the evaluation, which will be tailored to assess specific areas of educational need. Evaluators will use formal test instruments, which are validated for the specific purpose for which they are used, and test instruments designated to measure the specific area of disagreement and that generate standard scores to determine eligibility. Test instruments shall be administered by trained personnel in conformance with the instructions provided by their producer.

Written Report

The evaluator must provide an original typed evaluation report within 30 calendar days from the date that an authorization is mailed to the evaluator by AISD and five days prior to the ARD meeting. The report must address AISD's format (forms are available at: <http://www.amarillo.isd.tenet.edu/speced/forms.html>) for evaluation and eligibility. Protocols must be available for review and the report must include an original signature and title of all evaluation personnel involved in the evaluation. The report must comply with all requirements of state and federal regulations.

Signatures on Report

All persons participating in the examination of the student must sign the report.

Condition of Payment

Reimbursement/payment will be made directly to the evaluator upon receipt of an evaluation which meets all of AISD's / TEA'S criteria.

Reasonable fees.

AISD will not pay unreasonably excessive fees. An unreasonably excessive fee is one that is 25% or more above the prevailing fees in the area (as established in the Medicaid/Medicare Service Provider Manual) by professionals who are qualified to conduct specific tests and the unique circumstances of the child. The appropriate director of special education will make this determination.

State and Federal Law

Evaluations must comply with all state and federal requirements. (available at: <http://www.tea.state.tx.us/rules/tac/ch089aa.html> -- http://www.wrightslaw.com/law/code_reqs/20USC1414.html)