

North Carolina Infant-Toddler Program Rights at Referral Letter

Date _____

Dear _____

Your child, _____, DOB: _____,
was recently referred to the _____ by _____.

I have been unable to reach you to talk about _____'s referral.
I assume you are not interested in services at this time.

- OR -

We spoke recently regarding _____'s referral to our program and you indicated
you are not interested in services at this time.

Enclosed with this letter is a *Notification of Child and Family Rights*. This notice provides information about your rights regarding
how the _____ ensures the confidentiality of your child's personally
identifiable information, and records collected, maintained, or used by the

_____. Your child's referral information is kept confidential at the
_____.

In the future, if you have any questions or concerns about your child's development, please call

_____.

Sincerely,

Early Intervention Service Coordinator

cc: referral source

