

Making A Referral – Who & How?



**Infant & Toddler
Connection of Virginia**
A Program of the Department of
Behavioral Health and Developmental Services

The **Infant & Toddler Connection of Virginia** assists families with infants and toddlers birth to three with developmental delays and/or disabilities help their children learn and develop through everyday activities and routines so that they can participate fully in family and community activities. In order to take advantage of the services and supports available, families need to know about the system and how to access these resources! Please help to inform families of their options by becoming familiar with this guide.

Who is eligible for the Infant & Toddler Connection of Virginia?

- Infants and toddlers with 25% or greater delay in one or more developmental area(s): cognitive, adaptive, receptive or expressive language, social/emotional, fine motor, gross motor, vision, hearing development
- Infants and toddlers with atypical development – as demonstrated by atypical/questionable sensory-motor responses, social-emotional development, or behaviors, or an impairment in social interaction and communication skills along with restricted and repetitive behaviors
- Infants and toddlers with a diagnosed physical or mental condition that has a high probability of resulting in developmental delay – e.g., cerebral palsy, hearing or vision impairment, Down syndrome or other chromosomal abnormalities, central nervous system disorders, effects of toxic exposure, failure to thrive, etc.

What prompts a referral?

- You or the parent of an infant or toddler has concerns or suspicions about the child's development. Screening using a standardized developmental screening test (as recommended by the American Academy of Pediatrics) will help identify children who may be in need of early intervention services.

A diagnosed physical or mental condition is not required.

How are referrals made?

- Contact the Infant & Toddler Connection “central point of entry” for the city or county in which the family resides or call the state toll free number: 1-800-234-1448, or click on “Central Directory” at www.infantva.org. You may make the referral for the family, or provide contact information to the family.

Referrals should be made as soon as the concern is identified.

What information should be provided to the early intervention system when referring a child?

- Child's name, gender, and date of birth
- Name, address, and telephone number of the parent or legal guardian
- Reason for referral (child has suspected or confirmed developmental delay or disability)
- Health and physical information, including vision and hearing, results of any neurological or developmental evaluations and any other information pertinent to the child's physical and developmental status and needs
- Your name and telephone number

What should I discuss with the family?

- All children referred receive an eligibility determination, with parent consent. Eligibility determination plus any needed developmental screenings and assessments are provided at no cost to the family.
- The family is not obligated to accept services
- If the child is found eligible for participation in the system, the family will guide the development of an Individualized Family Service Plan (IFSP) that identifies the services and supports needed to promote the child's development and support the family in their daily activities and routines with their child
- No child or family is denied services and supports identified on the IFSP because of their inability to pay

What else can I do to support the family?

- Volunteer to provide input into the development of each family's IFSP and to monitor its implementation
- Develop and maintain relationships with those providing early intervention services to the child and family

The Arc of Virginia is a resource for family support. Please call: 1-888-604-2677

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Referrals to the **Infant & Toddler Connection of Virginia** are made by contacting the early intervention **central point of entry** for the child's and family's locality. A list of Virginia counties and cities, and the corresponding point of entry, is provided below. Referral information can also be obtained by calling the Virginia statewide central directory at (800) 234-1448 or by visiting www.infantva.org

Step 1 – Locate family's county or city.

Step 2 – Note number to left of county or city.

Step 3 – Match number to corresponding central point of entry below.

CENTRAL POINTS OF ENTRY

Infant & Toddler Connection of:	Phone	Fax
01 Alexandria	(703) 746-3387	(703) 746-6939
02 Alleghany Highlands	(540) 863-1620	(540) 863-1625
03 Arlington	(703) 228-1630	(703) 228-1126
04 Augusta-Highland	(540) 245-5133	(540) 245-5275
05 the Blue Ridge	(434) 970-1391	(434) 972-1827
06 Central Virginia	(434) 947-2888	(434) 947-2389
07 Chesapeake	(757) 547-8929	(757) 547-3477
08 Chesterfield	(804) 768-7205	(804) 272-2200
09 Crater District	(804) 862-8002 ext. 3160	(804) 863-1695
10 Cumberland Mountain	(276) 964-6702	(276) 964-0265
11 Danville - Pittsylvania	(434) 799-0456	(434) 799-3100
12 DILENOWISCO	(276) 431-4370	(276) 431-2863
13 Eastern Shore	(800) 568-9269	(757) 490-2936
14 Fairfax - Falls Church	(703) 246-7121	(703) 653-1385
15 Goochland - Powhatan	(804) 657-2010	(804) 556-9165
16 Hampton - Newport News	(757) 726-4012	(757) 726-4011
17 Hanover	(804) 723-2070	(804) 723-2079
18 Harrisonburg - Rockingham	(540) 433-7144	(540) 432-6989
19 Henrico - Charles City - New Kent	(804) 727-8372	(804) 727-8666
20 Heartland	(434) 395-2967	(434) 395-2969
21 Highlands	(276) 619-2406	(276) 525-1530
22 Loudoun	(703) 777-0561	(703) 737-8235
23 Middle Peninsula - Northern Neck	(804) 758-5250	(804) 758-5183
24 Mount Rogers	(276) 223-3270	(276) 223-3295
25 New River Valley	(540) 831-7529	(540) 831-6908
26 Norfolk	(757) 441-1186	(757) 441-5995
27 Piedmont	(276) 632-7128	(276) 632-0127
28 Portsmouth	(757) 393-8321	(757) 393-5299
29 Prince William, Manassas & Manassas Park	(703) 792-7879	(703) 792-4954
30 Rappahannock Area	(540) 372-3561	(540) 940-2286
31 Rappahannock Rapidan	(540) 829-7480	(540) 829-7456
32 Richmond	(804) 855-2742	(804) 343-7697
33 Roanoke Valley	(540) 204-9983	(540) 857-7309
34 Rockbridge Area	(540) 462-6638	(540) 462-6714
35 Shenandoah Valley	(540) 635-2452	(540) 635-3558
36 Southside	(434) 570-1505	(434) 374-3221
37 Staunton-Waynesboro	(540) 245-5133	(540) 885-0871
38 Virginia Beach	(757) 385-4400	(757) 496-6825
39 Western Tidewater	(757) 562-6806	(757) 562-2992
40 Williamsburg * James City * York * Poquoson	(757) 566-8687	(757) 566-8977

COUNTIES	CITIES
13 Accomack	21 Abingdon
05 Albemarle	01 Alexandria
02 Allegheny	03 Arlington
20 Amelia	06 Bedford
06 Amherst	21 Bristol
06 Appomattox	34 Buena Vista
03 Arlington	05 Charlottesville
04 Augusta	07 Chesapeake
34 Bath	02 Clifton Forge
06 Bedford	23 Colonial Beach
24 Bland	09 Colonial Heights
33 Botetourt	02 Covington
36 Brunswick	11 Danville
10 Buchanan	27 Franklin
20 Buckingham	09 Emporia
06 Campbell	14 Fairfax
30 Caroline	14 Falls Church
24 Carroll	04 Fishersville
19 Charles City	39 Franklin
20 Charlotte	34 Fredericksburg
08 Chesterfield	24 Galax
35 Clarke	16 Hampton
33 Craig	18 Harrisonburg
31 Culpeper	09 Hopewell
20 Cumberland	34 Lexington
12 Dickenson	06 Lynchburg
09 Dinwiddie	29 Manassas
23 Essex	29 Manassas Park
14 Fairfax	24 Marion
31 Fauquier	27 Martinsville
25 Floyd	16 Newport News
05 Fluvanna	26 Norfolk
27 Franklin	12 Norton
35 Frederick	09 Petersburg
25 Giles	40 Poquoson
23 Gloucester	28 Portsmouth
15 Goochland	29 Quantico
09 Greensville	25 Radford
36 Halifax	32 Richmond
17 Hanover	33 Roanoke
19 Henrico	33 Salem
27 Henry	36 South Boston
04 Highland	36 South Hill
39 Isle of Wight	14 Springfield
40 James City	37 Staunton
23 King & Queen	39 Suffolk
30 King George	38 Virginia Beach
23 King William	37 Waynesboro
23 Lancaster	23 West Point
12 Lee	40 Williamsburg
22 Loudoun	35 Winchester
05 Louisa	
20 Lunenburg	
13 Northhampton	
23 Northumberland	
20 Nottoway	
31 Orange	
35 Page	
27 Patrick	
11 Pittsylvania	
15 Powhatan	
20 Prince Edward	
09 Prince George	
29 Prince William	
25 Pulaski	
31 Rappahannock	
23 Richmond	