The Infant & Toddler Connection of Virginia (ITCVA) is committed to maximizing family involvement in each step of the early intervention service delivery process. As part of ensuring parents’ decision-making role and maintaining the partnership important to the process, Virginia encourages all parents and providers to work with the local system using informal means whenever possible to resolve disagreements that arise.

As required by the Individuals with Disabilities Education Act (IDEA), Virginia offers a combination of alternatives for the formal resolution of disagreements between parents and the early intervention system regarding the provision of early intervention services for an individual child and family. These alternatives include administrative complaint, due process hearing and mediation.

A complete description of each of these procedures is provided in **[Notice of Child and Family](https://www.itcva.online/s/3028-Notice-Child-Family-Rights-ENGLISH.pdf)**

**[Rights and Safeguards Including Facts About Family Cost Share](https://www.itcva.online/s/3028-Notice-Child-Family-Rights-ENGLISH.pdf)**.

By completing and submitting this form, you are requesting dispute resolution. You will be contacted by the Part C Dispute Resolution Contact at the Infant & Toddler Connection of Virginia to discuss next steps.

|  |  |
| --- | --- |
| **Who is requesting dispute resolution?** | |
| Date (MM/DD/YYYY) |  |
| Individual/Organization Name |  |
| Individual/Organization Address |  |
| Daytime Telephone Number  (w/ area code) |  |
| Email Address |  |
| Child’s Name |  |
| Child’s Date of Birth |  |
| Local Infant & Toddler Connection System to which the concern applies: |  |

For the most up-to-date contact information for the Part C Dispute Resolution Contact, please visit our website at <https://www.itcva.online/dispute-resolution>.