

Mediation Request

Who should complete this form?

Anyone who is experiencing a disagreement over any matter under Part C of the Individuals with Disabilities Education Act (IDEA) and would like to work with an impartial mediator to attempt to come to an agreement.

Do I have to use this form?

No, you can request mediation from AzEIP without using this form. The information on it, though, helps us to understand the problem.

What else is important to know about mediation?

- Any person, organization, or AzEIP may request mediation as a way to resolve disputes regarding any early intervention matter addressed in Part C of IDEA.
- Mediation will be completed by an impartial person knowledgeable about early intervention services.
- AzEIP pays the cost of mediation. Families and early intervention providers will not be charged for using mediation to try to resolve disputes.

* indicates an optional field

Name of person(s) or organization requesting mediation:

Contact information for person requesting mediation:

Name of child *(If complaint is regarding a specific child)**:

If your complaint is in regards to a specific child, please provide the name of the Early Intervention Services provider who is working with the child*: _____

Please tell us about the disagreement that you have regarding early intervention services*:

What would you like to see happen to resolve your dispute? *

You can send your mediation request along with any other documents you would like to submit by mail, fax, or email to:

Arizona Early Intervention Program AzEIP

Attention: Dispute Resolution
1789 W Jefferson St Mail Drop 2HP1
Phoenix, AZ 85007

Fax: 602-200-9820

Email: azeipqualityimprovement@azdes.gov

What happens after I submit a request for mediation?

When your request for mediation is received, the AzEIP office will review your request to be sure that your problem is something that mediation can help with. If we agree that mediation would be helpful, we will contact anyone else involved to make sure they are willing to participate. If everyone agrees to participate, you will be contacted directly by the mediator.

If for any reason your request cannot be approved, you will receive a letter from the AzEIP office explaining why and telling you what other options you have to resolve your problem.