



Arizona Early Intervention Program

NOTICE AND REQUEST FOR PUBLIC PARTICIPATION

The Arizona Early Intervention Program is seeking public comment on a proposed new procedure. This new procedure specifies the process steps for the Part C Coordinator to resolve financial disputes among Service Providing Agencies (SPAs) and State Agencies.

Dates:

- Public comment will be open for 30 days beginning May 20, 2025 and closing June 19, 2025. Comments must be received no later than June 19, 2025, 11:59 pm, Arizona time.
- A public hearing will be held on June 19, 2025 at 9:00am. Participants may attend by Google Meet or by phone.

PUBLIC HEARING REGARDING PROPOSED NEW AZEIP PROCEDURE

Thursday, June 19 · 9:00 – 10:00am

Time zone: America/Phoenix

Google Meet joining info

Video call link: <https://meet.google.com/xyv-upxd-gqi>

Or dial: (US) +1 347-354-8875

PIN: 781 701 043#

Instructions:

- Comments may be submitted online by clicking [here](#).
- Do not include any information that you consider confidential or inappropriate for public disclosure.

If access to the online form is not available, comments can be submitted by email to AZEIP at azeip@azdes.gov.

- Submit your comments, along with your full name, mailing address, and phone number.
- If you represent an organization, include the organization's name.

For further information contact AZEIP at azeip@azdes.gov.

RESOLVING DISPUTES

REVISION DATES:

EFFECTIVE DATE:

INTENDED USERS: Part C Coordinator, Service Providing Agencies, State Agencies

REFERENCES: 34 CFR § 303.120, 34 CFR § 303.511, AzEIP Administrative Policy Manual 1.0, 1.2, Six State Agency IGA

DEFINITIONS

1. "Service Providing Agency" or "SPA" means an entity contracted with and designated by AzEIP for reporting under 34 C.F.R. §303.700 through 303.702.
2. "State Agency" means a state of Arizona agency that has partnered with AzEIP through an intergovernmental agreement, interagency service agreement, intra-agency agreement or Memorandum of Understanding (MOU) to develop and implement a comprehensive, coordinated system of early intervention programs and services for infants and toddlers with or at risk of developmental delays and their families

PROCEDURE

1. If a dispute occurs related to the financial responsibility for the payment of early intervention services among State Agencies and Service Providing Agencies (SPAs), the State Agencies and SPAs must continue to provide early intervention services to the child and family for the duration of the dispute resolution.
2. The State Agencies and SPAs must attempt to informally resolve the dispute in good faith.
3. If a dispute cannot be informally resolved within 30 days, each party must submit the following to the Part C Coordinator or designee by email within 10 days of the end of the informal dispute resolution process:
 - A. A written statement describing the dispute,
 - B. Any supporting documentation,
 - C. A proposed resolution, and
 - D. A description of the steps taken by both parties to resolve the dispute in good faith.
4. If a request for dispute resolution is received from only one party, the Part C Coordinator or designee must contact the other party within five business days and request a written response.
5. The Part C Coordinator or designee must review the documentation and respond with a written determination within 30 days of receipt of the written submissions.
6. If the Part C Coordinator or designee determines that financial responsibility was assigned inappropriately, they must:
 - A. Reassign financial responsibility to the appropriate agency, and

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- B. Make arrangements for reimbursement of any expenditures incurred by the agency that was originally assigned financial responsibility.
7. SPAs who are also parties to the Six State Intergovernmental Agreement (IGA) may refer to the IGA for additional dispute resolution options among State Agencies that have signed the Six State IGA.

Draft for Public Participation 5/20/25-6/19/25