

# Referral (Kentucky)

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[Referral Form Editors](#) | [Printing the Referral Form](#)

**PATH:** *Student Information > Special Ed > General > Documents > Conference Summaries/Evaluations/Consent*

The current format of this document is the **KY Referral** print format. Formats are selected in [Eval Types](#).

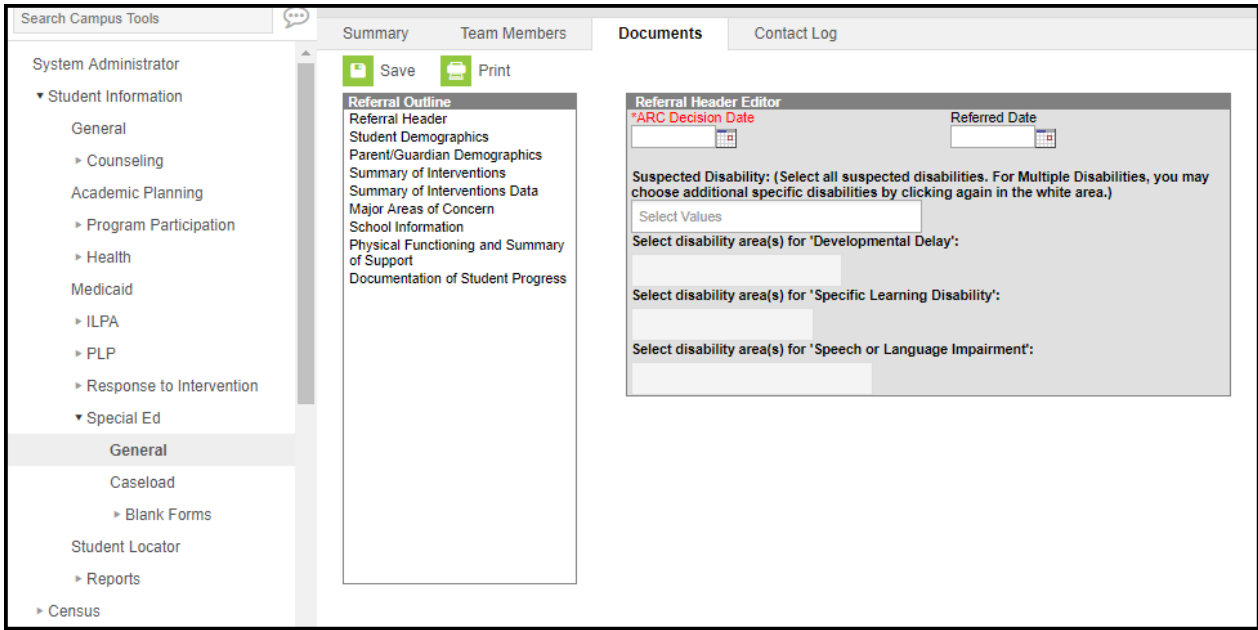


Image 1: Kentucky Referral Form

## Referral Form Editors

The following table lists the editors available on the student's Referral form, the section(s) of the print format that include the entered information, a Description of what the editor is used for and any special considerations and instructions for using the editor.

Editor Name	Printed Document Section	Description	Special Considerations and Instructions

Editor Name	<b>Printed Document Section</b>	Description	Special Considerations and Instructions
<b>Referral Header</b>	Introductory Information	The Consent editor includes the dates associated with evaluation of the student, including the date the student was notified, the date of consent for initial evaluation and the date of consent for services.	The Notice Date auto-populates with the current date. The Date of Consent for Initial Evaluation and Date of Consent for Reevaluation will be available based on the Evaluation Type selected.
<b>Student Demographics</b>	Introductory Information	The Student Demographics editor includes student data entered in the <a href="#">Demographics</a> tab.	Clicking <b>Refresh Student Information</b> will synchronize the information in the editor with the current information entered on the <a href="#">Demographics</a> , <a href="#">Households</a> , <a href="#">School</a> and <a href="#">Enrollments</a> tabs.
<b>Parent/Guardian Demographics</b>	Introductory Information	The Parent/Guardian Demographics editor includes parent/guardian data entered in the <a href="#">Census</a> and <a href="#">Households</a> tabs.	Clicking <b>Refresh Guardian Information</b> will synchronize the information in the editor with the current information entered on the <a href="#">Demographics</a> and <a href="#">Households</a> tabs. The only people listed are marked as guardians of the student's current household, or direct guardians to the student through the relationship.
<b>Summary of Interventions</b>	Summary of Interventions & Data	The Summary of Interventions editor includes text editors for providing information regarding student intervention.	The <b>Summary of Interventions</b> form is to be completed prior to a referral for a Special Education Evaluation.

Editor Name	Printed Document Section	Description	Special Considerations and Instructions
<b>Summary of Interventions Data</b>	Summary of Interventions & Data	The Summary of Interventions Data editor provides the ability to add New Intervention Data. From the Summary of Intervention Data List, data can be selected, edited, and deleted.	
<b>Major Areas of Concern</b>	Major Area(s) of Concern	The Major Areas of Concern editor provides the ability to add New Area of Concern data. From the Major Area(s) of Concern List, data can be selected, edited, and deleted.	
<b>School Information</b>	School Information	The School Information editor summarizes data related to the student's school records.	
<b>Physical Functioning and Summary of Support</b>	Physical Functioning Summary of Past and Present Support	The Physical Functioning and Summary of Support Editor summarizes screening and past and present support information.	Attach documentation of results of each screening.
<b>Documentation of Student Progress</b>	Documentation of Student Progress	The Documentation of Student Progress editor provides the ability to add New Test data. From the Documentation of Student Progress List, data can be selected, edited, and deleted.	

## Printing the Referral Form

Click the Print icon on the Documents tab to generate a PDF of the student's Referral form. The information entered in the editors of the Referral form prints in the appropriate sections of the PDF based on state requirements.

