

Interstate Compact on the Placement of Children

For any initial or change of placement of students with disabilities under the age of 18 in out-of-State residential schools, a school district must submit an *Interstate Compact on the Placement of Children (ICPC) Referral Packet* to the New York State (NYS) Office of Children and Family Services (OCFS). The referral packet must include:

- Cover letter (3 copies) explaining the reasons for the request;
- Completed ICPC-100A (5 copies) with signatures from an authorized school official AND one of the custodial parents (Section III); **(please note the section that is specific to medical coverage while the student is placed out-of-State, which the committee on special education should discuss with the parent as part of the placement process)**
- Social summary (3 copies) may be one or more of the following that describes the student's current functioning and need for residential placement: individualized education program, psychological evaluation or psychiatric report; and
- Birth certificate and facility acceptance letter (3 copies of each) (this applies only for referrals to Connecticut and Massachusetts).

The form and directions may be found at:

<http://www.ocfs.state.ny.us/main/Forms/adoption/ICPC-100B%20Instructions%20for%20completing%20Form%20ICPC-100B%20Interstate%20Compact%20on%20the%20Placement%20of%20Childs%20Placement%20Status.pdf>

Submit the ICPC Referral Packet to:

Interstate Compact on the Placement of Children
NYS Office of Children and Family Services
52 Washington Street
Room 323 North Building
Rensselaer, NY 12144

If you have questions or need a copy of the ICPC Referral Packet, contact Marie Wiley at OCFS at Marie.Wiley@ocfs.ny.us or (518) 473-1512.