




**Indiana**  
Department  
of  
**Health**



## Policies and Procedures

<b>Title:</b> Center for Deaf and Hard of Hearing Education Audiology Procedures	<b>Policy #:</b> IDOH-WCF-Center-Audiology
<b>Scope:</b> <input type="checkbox"/> All Staff <input checked="" type="checkbox"/> Limited Staff: Center for Deaf and Hard of Hearing Education	<b>Approvals:</b>  _____ Lindsay M. Weaver, MD, FACEP  _____ June 30, 2025 Date
<b>Effective dates:</b> 01-Jul-25 to 30-Jun-26	

### Purpose

To ensure family support through Center audiology staff, including audiology services, are provided systematically and align with IC 20-35-11 as a means to promote positive outcomes for deaf and hard of hearing children in Indiana.

### Definitions

Diagnostic auditory brainstem response (ABR) a non-invasive, painless neurologic test of auditory brainstem function and hearing sensitivity measuring the electrical activity of the auditory nerve and brainstem response to sound.

### Policy Statement

Audiology support through the Center for Deaf and Hard of Hearing Education is available upon request to children, birth through high school exit, who reside in Indiana. The type of support, including audiology services, is based on the needs of the deaf and hard of hearing child(ren) and capacity of the Center.

### Procedures and Responsibilities

Initial referral processing originated upon contact (e.g. phone call, email, fax) to determine recommended family support (e.g. connecting to existing resources, provide audiology service, refer for family navigator), creation of child file, and gathering of additional records.



For audiology appointments, Center staff contact a parent/legal guardian to gather demographic information, obtain a release of information, create/update child file and determine appropriate appointment type:

- Diagnostic auditory brainstem response (ABR)
- Hearing evaluation
- First Steps or HAAPPI hearing aid evaluation
- First Steps hearing aid follow-up
- HAAPPI hearing aid annual follow-up
- Hearing aid troubleshooting
- Earmold impression/fitting

Appointments are scheduled in available timeslots and an audiologist is assigned. The Center database, including child files, is used as a central location to document records, services and supports.

Information and services provided include sharing of existing resources and referral to other entities as appropriate to that child's and family's needs. Resources and referrals are provided via electronic and/or written communication.

Reports from appointments are sent to families within two weeks of the appointment. Reports are sent to others per written request of the family.

## Legal Authorities and References

IC 20-35-11-4(2) Provide family support from birth through twenty-one (21) years of age by any of the following:

- (A) Connecting families to existing public and private resources for information and services, which may include any of the following:
  - i. First Steps agencies
  - ii. Deaf mentors
  - iii. Interpreting agencies
  - iv. Hearing health care professionals
  - v. Educational professionals
- (B) Providing audiology assessments and management

## Forms

[Center Audiology Services Referral Form](#)