



State of California—Health and Human Services Agency  
Department of Health Care Services



EDMUND G. BROWN JR.  
GOVERNOR

October 18, 2011

**TO: ALL SUPERINTENDENTS OF COUNTY SCHOOLS, ELEMENTARY, UNIFIED, HIGH SCHOOLS, PUBLIC SCHOOL NURSES, AND HEALTH EDUCATORS - ATTENTION: PERSON(S) RESPONSIBLE FOR HEARING TESTING**

**SUBJECT: HEARING CONSERVATION PROGRAM FOR SCHOOL YEAR, 2011-12**

The purpose of this letter is to provide the following information about hearing services related to school age children.

**Internet Access to Hearing Forms and Documents**

The following fill-in forms and documents are available on the internet at: [www.dhcs.ca.gov/services/hcp](http://www.dhcs.ca.gov/services/hcp), select Forms under County School Districts.

- [PM 100 - Annual Report of Hearing Testing](#)
- [PM 101 - Application for Registration as School Audiometrist](#)
- [PM 210 - Registration of Agency Intending to Provide Hearing Testing Services](#)
- [PM 359 - Hearing Screening Request Waiver](#)
- [2007-08 and 2008-09 Annual Report of Hearing Testing](#)
- [Directory of Private Hearing Testing Agencies](#)

You may submit your completed forms by email, fax or mail to the addresses listed below. **Please Note:** To email your completed form to the Hearing Conservation Program, you must first save the form to your computer.

**Email:** [hearingconservationprogram@dhcs.ca.gov](mailto:hearingconservationprogram@dhcs.ca.gov)

**Fax:** (916) 440-5316

All Superintendents Of County Schools, Elementary, Unified, High Schools, Public  
School Nurses, and Health Educators

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**Mail:** Hearing Conservation Program  
Children's Medical Services  
P.O. Box 997413, MS 8102  
Sacramento, CA 95899-7413

**Remember!** The PM 100 - Annual Report of Hearing Testing is **due by June 30th of each year.**

### **List of Screening Contract Agencies**

Please use the updated list of agencies which can be found on the Hearing Conservation Program webpage when selecting an agency to perform hearing testing for your school program. These agencies have registered with Children's Medical Services. If you are using an agency not on the list, please notify Steve Rawiszer, M.A., Hearing Conservation Specialist, to enable us to ensure that the agency meets State requirements.

All school districts are required to submit a PM 100-Annual Report of Hearing Testing Form regardless whether a waiver for the 10<sup>th</sup> and/or 11<sup>th</sup> grade was requested.

### **Request for Waiver**

The California Code of Regulations, Title 17, Section 2951, permits a school district to request a waiver for 10th and/or 11th grade pupils once each school year. To obtain a waiver, your school district must provide an alternate screening plan, which will ensure that each pupil at risk of a hearing loss will receive services. If you are requesting a waiver, please submit your request on Form PM 359, identified above prior to implementing the 2011-12 screening program.

Thank you for your commitment to the Hearing Conservation Program. We hope you are having a great 2011-12 school year. If you have any questions regarding this letter, please contact Mr. Rawiszer, at (916) 445-5241 or by email at [hearingconservationprogram@dhcs.ca.gov](mailto:hearingconservationprogram@dhcs.ca.gov).

Sincerely,

**ORIGINAL SIGNED BY V. DAVID BANDA, CHIEF**

V. David Banda, Chief  
Statewide Programs Section  
Children's Medical Services  
California Department of Health Care Services