



Directions for requesting TVCC SLP Services at School

Speech and Language Pathology (SLP) services for students with moderate and severe speech needs in schools in Elgin, London, Middlesex, Oxford, Huron, Perth, Grey and Bruce counties are organized and provided by TVCC. Note that school board SLPs are responsible for addressing language needs and mild speech needs at school. For these services in private schools or in the home, contact the Southwest LHIN - Home and Community Care (formerly the Community Care Access Centre).

If you have any questions about the referral process, please contact a TVCC Intake Coordinator at 519.685.8716 (in the London calling area) or 1.866.590.8822 Ext. 58716.

1. Referral packages must be submitted by the school board SLP or Preschool SLP (exception: if the student has complex physical needs then the referral may be submitted by the school resource teacher). Families or physicians interested in submitting a referral should discuss the student's needs with the student's school team. The referral package includes:
 - TVCC Family and Community Referral Form
 - School Therapy Services SLP Referral Form
 - Optional: School Therapy Services Student Background Information Form
 - Optional: reports from other service providers as approved by the family
2. Complete the "TVCC Family and Community Referral Form" found at: <https://www.TVCC.on.ca/intake-referrals>. Please note:
 - Students do not require a Health Card to be eligible for service. The space to enter a Health Card number on the form can be left empty.
 - In the "Tell us what is needed" box, indicate "SLP services at school"
 - If you believe your student would benefit from any of the additional TVCC services outlined on the referral form, please call a TVCC Intake Coordinator (see number above) to discuss.
3. Complete both sides of the School Therapy Services SLP Referral Form. Note:
 - You do not need to attach related reports that are from TVCC services; please do refer to them by name and date.
 - Referrals from preschool SLPs do not require a principal signature.
4. Ask the family if they would like to include the optional "School Therapy Services Student Background Information Form" or include reports from other health care providers. Note that TVCC Intake will obtain consent and authorization to share with the family.

5. Submit the complete Referral Package to TVCC by:
 - Printing and then faxing the completed forms to 519.685.8705, or
 - Printing and mailing forms to:
TVCC
779 Base Line Road East
London ON N6C 5Y6
Attention: INTAKE

Notes:

- After a complete Referral Package is received, TVCC intake will contact the family directly to obtain their Consent and Authorization to Share Information.
- The SLP or resource teacher will be contacted by a TVCC Intake Coordinator or Clinical Coordinator if there are any questions or more information is required.
- The school will be informed within 6 weeks in writing by TVCC if the student is placed on a waitlist for service; please share this information with the student's family.