

## DSSR 276.8

### 274.12 Other Amounts

The authorizing officer may authorize:

- c. for the education of a special needs child in lieu of the "school at post" rate, a separate allowance rate each school year up to \$26,800 for "school at post" or "home study/private instruction" including tutoring, or up to \$55,350 for "school away from post" (See Section 276.8.);

### 276.8 Child with Special Needs (Eff. 10/02/05 TL:SR 656)

An employee with a child with special needs requiring additional education and related services may be granted an education allowance for that child by the authorizing officer in lieu of the school-at-post, home study/private instruction, or school-away-from-post rate (Section 274.12c). This benefit is available from birth to the 21st birthday. Attendance may be Away From Post when the necessary services required for the child's education are not available at post.

- a. The authorizing officer may authorize reimbursement for allowable expenses up to the maximum rate provided in SR 274.12c for the method chosen (currently \$26,800 "school at post" plus \$3,000 supplementary instruction; and \$55,350 for "school away from post"). Documentation required:
  - (1) Based on consultation with the agency's Medical Office, the employee must provide the authorizing official written evidence that the child meets the definition of a child with a disability under the IDEA; and
  - (2) There must be a formal Individual Education Plan (IEP) or equivalent prepared by a professional medical or educational expert which delineates the educational services required to provide for the child's special needs. Reimbursement may only be for those services provided for in the IEP which are actually required, as opposed to those services which a parent or school may recommend as desirable. For a child under age three, reimbursement is limited to those services provided for in the Individual Family Service Plan (IFSP).
- b. Except for periodic diagnostic testing as required by a school or medical/education authority, the costs of medical, including psychiatric, treatment for the child's condition are not to be included in such grants. Travel of a family member (see Section 040m) to accompany a child between the foreign post and the school or to accompany for the required diagnostic testing from the post to the most reasonable point where it can be performed and return may be included within the allowance when deemed necessary by the authorizing officer. Travel from a foreign post may also be authorized for an interview prior to enrollment when such interview is absolutely required for the child's admittance into the school. Travel for the interview purpose is restricted to one round trip while the parent is assigned to a foreign post. (Travel for exploratory or familiarization purposes is not authorized.)

c. Additional Allowable Expenses:

- Expenses itemized in SR 277 based on selected method of education
- Rental of equipment (e.g., amplification and auditory devices) necessary for services required by the IEP or IFSP when not reasonably available at the school
- Purchase of software/tapes/cd or similar items is seldom allowable, but may be authorized when the item is necessary for required course work and has no application beyond that course. Purchase of any equipment that has broader use than for the required educational services is not allowable, such as computer hardware, cassette decks, tape and CD recorders/players.
- Summer school expenses are allowable only when actually required for the child's special need according to the IEP or IFSP and only when it is necessary for the child to have continuity of educational services.
- Private individual tutoring in conjunction with attendance at post school may be authorized only when a service is educationally required and not available at the school attended.

d. Responsibility for documentation rests with the employee. Authorizing officials are not permitted to authorize payment when documentation of allowable items is not clear.

276.81 Costs of Services Exceed Maximum

In exceptional circumstances, when costs of services provided for in the IEP or IFSP exceed the maximum rate established in SR 274.12c, the head of agency may authorize not to exceed an additional 50% reimbursement for allowable items on a post-audit basis. Additional reimbursement, for example, would not exceed \$13,400 for "school at post" if the allowance were \$26,800 and would not exceed \$27,675 for "school away from post" if the allowance were \$55,350. After this authority is exercised, the following must be held on file at post subject potentially to post-audit review: listing of all items found to be allowable by the authorizing official and reimbursed, evidence the expenses were actually incurred, statement by the authorizing official that the child meets the special needs definition and the reimbursed services are in accordance with the child's IEP or IFSP. Reimbursement is not to be made for projected or likely expenses. Requests for reimbursement for allowable expenses above the additional 50% maximum must be submitted to the Director, Office of Allowances, U.S. Department of State.