



## **PRIVATE AGENCY APPLICATION TO PROVIDE VISION/HEARING/SCOLIOSIS SCREENING SERVICES**

### **Procedures:**

In order to qualify as a “duly authorized agency” to contract with Orange County public school districts for vision, hearing and/or scoliosis, the following steps are required:

1. The agency must complete the appropriate applications (**Hearing, Scoliosis, and/or Vision**) for authorization in each area for which they intend to provide services. **This must be renewed prior to September annually.**
2. The agency personnel director, or individual personnel, must send the application(s) and any requested documents to be recorded in the Orange County Department of Education Credentials Office (Copies are acceptable; however original documents must be provided upon request.) Please return completed forms to:

Karen Nelson  
Health & Wellness Program  
Orange County Department of Education  
200 Kalmus Dr.  
Costa Mesa, CA 92626  
(714)966-4450  
[knelson@ocde.us](mailto:knelson@ocde.us)

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