WV BIRTH TO THREE
Office of Maternal, Child and Family Health
Bureau for Public Health
West Virginia Department of Health

Child Last Name: _____
Child First Name: _____ MI _____
DOB: _____ ID#: _____
FOLDER: **NOTICE** Date: _____

Notice for the Collection of Electronic Data

PLEASE REVIEW THE FOLLOWING INFORMATION AND HAVE YOUR INTERIM/SERVICE COORDINATOR DISCUSS ANY QUESTIONS THAT YOU MAY HAVE.

Child's Name: _____ Date of Birth: _____
(Last) (First) (MI)

WV Birth to Three is informing you as the parent/legal guardian, that we collect demographic and service information about your child's participation in WV Birth to Three and store it electronically in the WV Birth to Three database system(s). Professional members of your child's WV Birth to Three team, along with agency administrative staff with authorized security clearance will have access to the electronic record. At times, the state is required to send electronic data reports to federal and state agencies that oversee and fund these services. When such information is sent, it does not personally identify children or families.

As the parent/legal guardian, access to information stored in the database is also available to you upon request.

The WV Birth to Three System distributes information collected during the eligibility determination/enrollment process and service delivery period with the following agencies:

1. WV Department of Health and Human Resources; and
2. U.S. Departments of Education and U.S. Department of Health and Human Services for the purposes of financial/program audit and monitoring purposes as required by various federal and state regulations.

Electronic demographic information will also be used to send periodic satisfaction surveys or other program information to families.

All aspects of the data collection, maintenance, and use are protected under Federal regulations of the Family Educational Rights and Privacy Act (FERPA), Individuals with Disabilities Education Act (IDEA), and Health Insurance Portability and Accountability Act (HIPAA).