



## U.S. Army Child, Youth & School Services

### Why are SNAPs Required?

CYS Services strives to provide a safe and enriching environment for children. Only when the staff are well informed regarding a child's medical or other conditions can they properly tailor the Program to meet the child's needs.

### What are some accommodations

### the SNAP Team may decide?

CYS Services staff may receive training from specialists in the community covering topics such as behavior techniques, communicating with children who have limited verbal skills, and administering an Epi-Pen for allergic reactions. CYS Services post food allergies, and, in some cases, may not allow a food to be served in the Program (e.g., peanut products).



The **Special Needs Accommodation Process** represents an installation-wide partnership that is working to ensure the very best placement for all children utilizing CYS Services. If you have any questions or concerns, please phone the following:

ACS EFMP Manager 520-533-6871  
CYS Services Coordinator 520-533-3876  
CYS Services Parent Central Services 520-533-0710

### When does the SNAP Team meet?

The SNAP Team meets on the 3rd Tuesday of every month or as needed. The EFMP Manager will contact the sponsor/parent to arrange a time, date, and location for the SNAP Meeting.



## Fort Huachuca



# What is a SNAP?

# Frequently Asked Questions about the Special Needs Accommodation Process (SNAP)

## What is SNAP?

The Special Needs Accommodation Process (SNAP) is a multi-disciplinary Team established to ensure the most appropriate placement of children with special needs. The Team reviews all paperwork for newly registering children that indicate possible special needs and evaluates concerns regarding children already placed in Child, Youth and School (CYS) Services Programs.



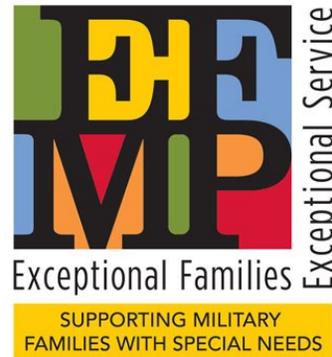
## Who may be referred to the SNAP?

Some examples of SNAP referrals:

Children enrolled in the Exceptional Family Member Program (EFMP)

Children who have:

- Asthma
- Attention Deficit Disorder
- Diabetes
- Autism
- Epilepsy
- Down's Syndrome
- Seizure Disorders
- Physically Challenged
- Learning Disabilities
- Sensory Impairment (Hearing/Vision)
- Developmental Delays
- Speech/Language Impairment



## Who are the SNAP Members?

- Exceptional Family Member Program Manager
- Army Public Health Nurse
- CYS Services Coordinator
- CYS Parent and Outreach Services Director
- CYS Services Program Directors
- CYS Services Training Specialists
- CYS Services School Liaison Officer
- Appropriate Experts
- Parents/Sponsors/Guardians

## May I be present when my child is reviewed?

YES! You are the best advocate for your child and you are an essential part of the Team. You will be informed of the date, time, and location of the SNAP Meeting. Children will not be able to start in CYS Services until the Meeting is held. In order to assist the Team, you may be asked to bring specific information, such as: medical documentation detailing developmental delays, illnesses, the severity of allergies (exposure, reactions, and treatments), prescription medications, and your expectations of services to be provided by the CYS Services staff, as well as Educational and Developmental Intervention Program information regarding developmental evaluations

## If I am not happy with my child's placement in a CYS Services Program, may I request another Meeting?

Certainly! The Team reconvenes if a child's needs change, if the parents desire a different Program placement, or if a child seems to be experiencing difficulties in the current placement. Contact the Exceptional Family Member Program Manager at 520-533-6871.

## Are staff and Providers trained to care for my child's needs?

All CYS Services staff and Providers are trained and experienced to meet the needs of children with special needs. If your child presents a situation new to the staff members or Providers, they will receive specialized training before your child is entrusted to their care.

