Instructions for APH Federal Quota Registration for Infants and Toddlers with Blindness/Visual Impairment

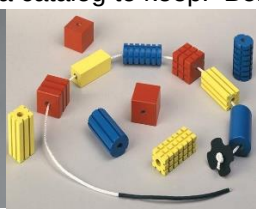
The American Printing House for the Blind (APH) received a federal mandate in 1879 when the Congress of the United States passed the Act to Promote the Education of the Blind. This act designates APH as the official supplier of educational materials to all students in the U.S. who meets, or functions at, the definition of blindness or visual impairment. This includes children under the age of 3. *In Washington, WSSB's Ogden Resource Center (ORC) is the state appointed Instructional Resource Center (IRC) to distribute materials to children and families*.

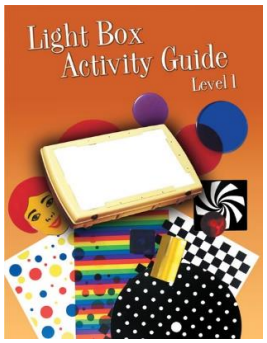
Early Intervention agencies can register as an account holder with the ORC and then register their individual children who qualify. The agency can receive products and materials created especially for children with visual impairments to use in the home or other natural environments such as child care.

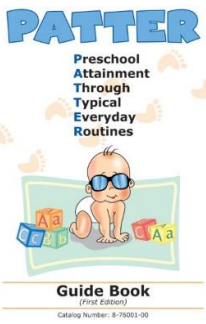
Materials include books with braille and textured pictures, games and toys, materials specific for children with CVI, and resources for both service providers and families. Everything is **FREE** to the agency and families as they are provided by the federal quota funds. Most of the items are considered "consumable" and do not need to be returned.

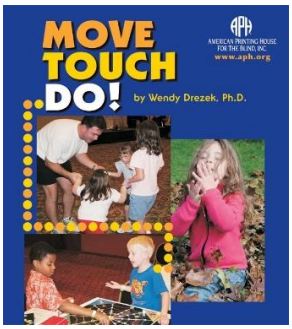
Steps to Register and Order Materials:

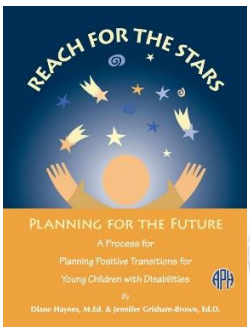
1. Go to www.wssb.wa.gov to obtain all forms and more information.
2. Agency assigns an individual to act as an authorized individual, typically the administrator and/or the teacher of the visually impaired (TVI).
3. Authorized individual completes "Account Holder Registration Form" for an account through the ORC at WSSB. *(It is recommended that the TVI is also included in the account to offer assistance in ordering materials and provide instruction to team and family on appropriate use of materials.)*
4. The authorized account holder will then receive a welcome letter with a username and password for login on the ORC ON-LINE web page. http://www.wssb.wa.gov/IRC/welcome.aspx.
5. Register each child individually with instructions given in the welcome letter. A video tutorial on how to register individual children is included on ORC web page.
6. Order fun stuff! Go to www.shop.aph.org and look at all the early childhood materials available…then order materials from ORC web page. You can also order a catalog to keep. Below are some examples…

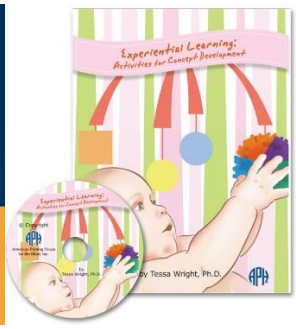












Need more help?...contact DeEtte Snyder at (360)696-6321 x172 or DeEtte.Snyder@wssb.wa.gov.