

**Newborn Hearing Screening Procedures**  
**March 1, 2009**

- **Beginning March 1, 2009 the Department of Health, will send all Newborn Hearing Screening (NHS) follow up referrals to The Center on Deafness (COD).**
- **Beginning March 1, 2009 The Center on Deafness (COD) will process all NHS referrals for the 9 Tennessee's Early Intervention System (TEIS) district offices.**
- **Beginning March 1, 2009 The Center on Deafness (COD) will maintain a toll free number for parents to utilize in regard to Newborn Hearing Screen (NHS) follow up.**
- **The Center on Deafness (COD) will utilize the following procedures when processing the NHS referrals.**
- **COD will provide COD contact information to all 9 TEIS offices and the Office of Early Childhood (OEC) and updates as needed.**
- **OEC will provide COD with the contact information on all 9 TEIS offices and updates as needed.**

Notification/Referrals from the Newborn Hearing Program

When a newborn infant does not pass a hearing screening in the hospital, the results are sent to the Department of Health, Newborn Hearing Program. A Notification Letter is sent to COD on TEIS's behalf from the Newborn Hearing Program on newborns that need follow up hearing testing. COD will only be notified on infants who have received follow-up results reported by six weeks of age. COD takes primary responsibility for the newborn hearing follow-up process.

Upon receipt of a notification/referral from Newborn Hearing, COD attempts to contact the parents within five days. If COD is able to talk with the parents, COD explains to the parents that TEIS is a program with the Department of Education assisting the Department of Health with information about babies who were recommended for a follow up hearing test. COD obtains information from the parents regarding the follow-up hearing test including verifying child's full name and parent contact information. COD also requests information regarding any other developmental concerns from the parents. COD provides the parents with information regarding follow-up for a hearing test if one has not yet been completed. COD uses the following options:

1. If the parents have scheduled or completed the follow up hearing test and have no other developmental concerns, COD records the information on the Department of Health form and faxes the information to the appropriate person within the Newborn Hearing. The information is recorded in a contact log maintained by COD.
2. If the parents have completed a follow up test and the test results indicate a hearing impairment or if the parents have other developmental concerns regarding their child, COD notifies the local TEIS office within 5 days. COD records the information on the Department of Health form and faxes the information to the appropriate person within the Newborn Hearing program. The information, based on referral from parent, is recorded in TEIDS on the following screens: the Demographic screen, Notification/Referral screen, Parent screen, and the Contact Log screen.
3. If the parents have not taken their baby to a follow up hearing test, COD encourages the parent(s) to schedule an appointment and provides the parent(s) with local providers who may provide a hearing test. If no other developmental concerns are identified, COD records the information on the Department of Health form. COD faxes the information to the appropriate person within the Newborn Hearing Program.
4. If COD is unable to contact the parents, COD sends a letter (***Newborn Hearing Screening Letter-Unable to Contact***) to parents, and contacts other possible

resources (Primary Care Physician (PCP), Audiologist, Hospital, or Health Department) to locate the family and/or obtain results.

5. If there is no contact within 10 days or the letter is returned, the case is closed. The information is faxed by COD to the appropriate person within the Newborn Hearing Program at the Department of Health.
6. COD will submit quarterly reports to OEC. The quarterly reports, using an Excel spreadsheet will detail the following:
  - The total number of NHS referrals that COD receives from the Department of Health per quarter.
    1. The number of NHS referrals that resulted in no contact with the family.
    2. The number of NHS referrals in which the family was contacted but the family was not interested in a follow up hearing test.
    3. The number of NHS referrals that had a follow up hearing test with no hearing loss.
    4. The number of NHS referrals that had a follow up hearing test with an indicated hearing loss.