

# ICAM & AEM Basics



## Who is considered a Competent Authority?

**Educators, school psychologists, and certified reading specialists**, doctors of medicine, doctors of osteopathy, ophthalmologists, optometrists, registered nurses, therapists, and professional staff of hospitals, institutions, and public or welfare agencies, e.g. social workers, counselors, rehabilitation teachers and superintendents.

## Who is responsible for requesting source materials from the NIMAC?

**This is the school's responsibility.** Appropriate Language **must** be included in the school's purchasing contracts with publishers. The law regulates schools, not publishers. Sample contract language:



## Determining the Need for AEM

Members of the CCC must determine whether a student will benefit from accessible formats to access and participate in the general curriculum. Possible questions to ask:

- ❖ Can the student **decode** letters/words and read with **fluency** at or near grade level?
- ❖ Can the student **see** the material?
- ❖ Can the student physically manage the material: can she/he hold a book, turn pages, maintain good positioning?
- ❖ Can the student sit upright and stay alert for required time periods with sufficient stamina?

If the answer to any of these questions is “no” then the student may need AEM. In order to receive AEM the student must have:

- (1) an IEP and
- (2) documentation of a print disability by a recognized competent authority on file with the school district (NIMAS ICAM Form 4).

## Steps for Acquiring AEM

- ❖ Ensure your school corporation has active Digital Rights Managers (DRMs) to register and order materials. DRMs are appointed by the school Superintendent or the designee. Each corporation should have 2 to 5 active DRMs to meet the needs of students.
- ❖ Select the accessible format(s) needed by the student: digital, audio, braille or large print.
- ❖ Determine if assistive technology (AT) is needed to ensure success.
- ❖ Consult a PATINS Specialist for AT training for students, teachers, aides, parents.
- ❖ Consult the Indiana Education Resource Center (IERC) for support on braille, large print, and tangible aids and equipment. The IERC is responsible for the APH Census in Indiana.

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## What does the law require?

The IDEA 2004 Sec. 300.172 Final Regulations require that LEAs ensure that **textbooks** and **related core instructional materials** are provided to **students with documented print disabilities** in **accessible formats** in a **timely manner**.

## How are textbooks and related core materials defined?

**Textbooks** are learning materials that were written and **published** primarily for grades K – 12 instruction and are required by LEAs for use by students in the classroom. **Related Core Materials** includes workbooks published with textbooks, and required supplemental reading. According to the Office of Special Education Programs (OSEP), published means “available for purchase”.

## Which textbooks and related core materials are covered by IDEA 2004?

Materials published after July 19, 2006, when the final regulations officially took effect. States were granted 2 years to fully implement the law.

## Which students may use these materials?

The Case Conference Committee (CCC) must determine that the student requires accessible formats to access the curriculum, based on one of the following criteria:

- ❖ students who have an IEP due to blindness or other visual impairment;
- ❖ students who have an IEP due to a physical limitation that impairs his/her ability to access standard print material;
- ❖ students who have an IEP due to a reading that may affect a student's ability to decode, read with fluency, comprehend, or a combination of these, which renders them unable to read print to the same degree as a person without a reading disability. A reading disability is not the result of insufficient instruction or not being exposed to a literacy-rich environment.

## What is “timely manner”?

This term is regarded to mean “**at the same time**” that other students receive their print instructional materials.

**The provision of AEM is not a suggestion.  
It's a Mandate.**

## What is the ICAM?

The Indiana Center for Accessible Materials was appointed by the IDOE through the **PATINS Project** to provide support to Indiana LEAs in meeting the **NIMAS** Regulations of the IDEA 2004.

## What is AEM?

Accessible Educational Materials.

## What is NIMAS?

The **National Instructional Materials Accessibility Standard**, which uses XML files that can be transformed into student-ready accessible formats of print instructional materials.

## According to IDEA 2004, what are the accessible formats?

Braille	Large Print
Audio	Digital Text

**Accessible formats must provide the same information as the print material in the general curriculum.**

