

Please complete the attached Medicaid and Schools registration form and return to:

Mary Katharine Easter  
 Office of Student Services  
 Virginia Department of Education  
 P. O. Box 2120  
 Richmond, VA 23218-2120  
[measter@mail.vak12ed.edu](mailto:measter@mail.vak12ed.edu)

Phone: (804)-692-0150  
 Fax (804) 371-8796

**RETURN BY September 15, 2004**

School Division \_\_\_\_\_

Contact Name \_\_\_\_\_ E-mail address \_\_\_\_\_

Address \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Name of Participants: Please check dates attending

Name	Position	E-Mail Address	Attending Oct. 5	Attending Oct. 6	DSM IV /Medicaid documentation (Psychology Services Only)

Special accommodations needed: \_\_\_\_\_

Each school division contact person will receive an e-mail confirmation. The Holiday Inn Select Hotel in Lynchburg will hold 75 rooms on October 4, and 50 Rooms on October 5 at government rates (\$64 + tax) as long as they are available. Each school division will be responsible for their own travel and hotel accommodations. To receive a government rate, you may call the hotel at 434-528-2500 or 800-Holiday and reference the Medicaid and Schools Training.