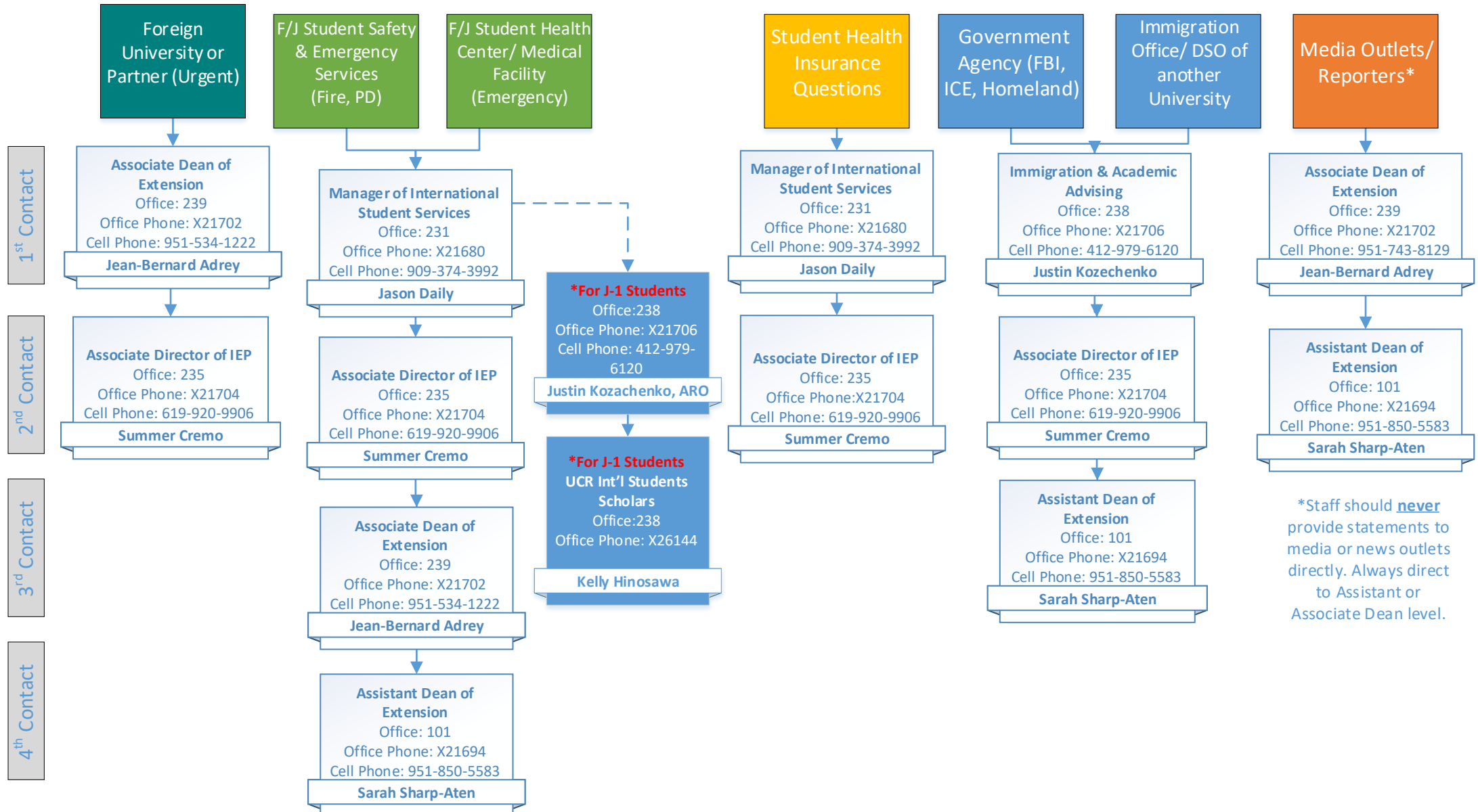


IEP Communication Tree

Please refer to this tree if you receive a phone call on the topics below.

Please note that IEP phone lines should only be answered during business hours (8AM-5PM Monday-Friday).

After hours, on-call staff provide support accordingly.



Important Reminder: All calls should maintain compliance to student right to privacy (FERPA & HIPAA). Staff should review training modules through the ucrlarning.ucr.edu website to ensure knowledge in these areas. Specific questions should be directed to individual managers/supervisors. All J-1 student issues should be referred to Justin (1st) or Summer (2nd). *All J-1 Student Incidents must be reported within 24 hours.