**24:14:14:16.07.  Content of due process complaint notice.** The notice required in § 24:14:14:16.06 must include:

(1)  The name of the child;

(2)  The address of the residence of the child;

(3)  The name of the Part C service provider serving the child;

(4)  In the case of a homeless child, available contact information for the child and the name of the Part C service provider serving the child;

(5)  A description of the nature of the problem of the child relating to the proposed or refused initiation or change, including the facts relating to the problem; and

(6)  A proposed resolution of the problem to the extent known and available to the party at the time.

A party may not have a hearing on a due process complaint until the party, or the attorney representing the party, files a due process complaint that meets the requirements of this section.

**Source:** 35 SDR 82, effective October 22, 2008; 39 SDR 109, effective December 17, 2012.

**General Authority:** SDCL 13-37-1.1.

**Law Implemented:** SDCL 13-1-23, 13-14-1, 13-37-1.1.