MARIN COUNTY
OFFICE OF EDUCATION
HEARING PORTABLE HEARING TESTING UNITS
PROCEDURES

The Hearing Portable testing units are provided as a service of MCOE for hearing testing of all students in Marin County. Priority for service is: 1) Special Education students served by MCOE nurses, 2) Students in districts served by MCOE nurses; 3) Other public school students, 4) Private school students.

Scheduling
1. Phone MCOE Student Services Department (491-6621) to check availability of the equipment.
2. Complete the scheduling form and return it to MCOE Student Services Department at least two weeks before the first date that the equipment will be needed.

Portable Hearing Testing Units

A. Pick up the portables from Student Services at MCOE
B. Using the Portables:
   1. It is best to leave the earphones plugged into the main unit at all times.
   2. Check the earphones before use, if one doesn't work, clean the probe, re-insert it and rotate it in its socket. If this does not correct the problem, leave the non-functioning headset plugged in and label it.
   3. Call Electro-Acoustics for more help, if needed. (1-800-752-1431)
C. Return the portables to Student Services or call ahead and deliver directly to next borrower.