

Kinder House Day Care

Referral Procedure

For those children whose scores on the Ages & Stages developmental screening checklist indicate a need for further assessment, the recommended procedures are as follows:

1. Contact parents. Explain that the questionnaire identified some concerns about their child's development and that further testing is recommended. Below are some suggestions for talking with parents as it is important not to alarm them but to emphasize that the score indicates that further evaluation or follow-up is in order.

- * Provide screening information as quickly as possible.
- * Use the family's primary language, communicating in clear, simple terms.
- * Emphasize that the results from a screening tool can be inaccurate and do not provide in-depth information about the child's abilities.
- * Avoid judging cultural and linguistic differences or customs.
- * Explain the child's score in relation to the **ASQ** cut off points.
- * Avoid using terms like "fail", "pass", "normal", "abnormal", and "test".
- * Emphasize the child's current skills.
- * Emphasize the families current skills and resources.
- * Take time to talk about the family's perception of their child's resources and areas of concern .

* Talk to the family about additional community services they may obtain.

2. If permission is granted, either contact the child's physician and summarize the questionnaire results or send a letter.

3. If requested by the parents or physician, arrange for further developmental testing. The local early intervention council, school district, or health department may be able to provide information about resources for further testing.

4. If appropriate, provide feedback to parents and physician about the outcome of the developmental assessment.

5. Enter the results of the developmental assessment in the child's file.

6. If the child is eligible for services and if the program resources permit, assist the parents in contacting intervention programs. If the child is not found eligible for intervention services, arrange for completion of the next **ASQ** when the child reaches the appropriate age interval.

To assist in making the appropriate and timely intervals, the Center will keep up-to-date lists of community agencies that provide developmental assessments and programs that provide intervention services to young infants and young children (**see community services resource list on parent bulletin board**).