



Following is a summary of the steps involved and the tools available when using this site together with parents to screen children. For details see corresponding sections 1 through 3 on the Child Care Provider Toolkit page.

Step 1 – Introducing Screening to Parents and Obtaining Consent

Consider if the online completion method fits with a parent’s practical needs (computer, smart phone or other internet access available, work schedule, etc.).

- Offer the opportunity to complete ASQ to all parents.
- Provide introduction letter to parent: *What is screening?* (includes instructions), [What is Screening](#)
- Review consent documents and determine how you will inform parents about the screening program. *See examples of consent forms*

Step 2 – Strategies: Working with Parents

- Parents complete questionnaire(s) online and print paper copies to share with provider.
- Provider and parent complete questionnaires online independently and meet to compare results.
- Provider and parent complete online together (ASQ only, ASQSE should be completed separately).
- Provider (with parent consent) completes questionnaires online, discusses results with parents to finalize.

Step 3 – Communicating Results / Strategies for Follow-Up

- Review the ASQ results letter with parent/caregiver. Compare and discuss child’s strengths and any areas that may need extra focus. *See Reviewing Results with Parents, [Reviewing Results with Parents](#) .*
- Follow-up: For all parents, provide a packet with *Next Steps*, the ASQ Play/Learning activities, your local Early Intervention brochure and local resources such as 211 Family Info. *See Next Steps handout, [Next Steps](#)*
- If results indicate the need for further evaluation with Early Intervention, support parent to identify local Early Intervention provider and make referral. *See Who to Call? tab on the website, [Who To Call](#)*
- Encourage parent to share questionnaire and results with child’s health care provider.
- Encourage parent to rescreen every 4-6 months or sooner if there are concerns about development.
- Provide opportunities in childcare settings to practice skills.

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