

# PREPARING FOR EVALUATION

Children referred without an established condition with a high probability for developmental delay or a recent evaluation using a norm-referenced instrument showing a 50% delay in one or more areas, may be screened. If screening results indicate that the child is suspected of having a delay, or the parent requests an evaluation even if the screening does not indicate a suspected delay, the multidisciplinary team will perform an evaluation.

## Who completes the evaluation?

At least two people from two of the following disciplines must be involved in the evaluation: OT, DSI, TOD, TVI, Psych, PT, SLP or SW. The evaluation instrument must be in the child's native language and must not discriminate on the basis of race or culture. The evaluation will include information about the child's history and the child's level of functioning in each of the five developmental areas (cognitive, physical, communication, social or emotional and adaptive). The Developmental Summary Report will identify the AzEIP approved evaluation instrument(s) used and the scores as well as whether the child is eligible for AzEIP. The team will work with DDD and ASDB to simultaneously determine eligibility for those state agencies.

## SCs need to know:

- Which two team members will be performing the evaluation?
- What instruments will they use?
- Will the team members be visiting together or separately?
- If they are visiting on the same day will they arrive and leave together?
- How will the team member's involve the family in the evaluation?
- Discuss with ASDB and/or DDD team members how they would like to be involved in the process.



## What is the family's role in evaluation?

Families should be active participants in their child's evaluation

Families know their child best; including the best time to complete an evaluation

Families should be invited to report on how their child's participation in the evaluation compares to their usual activities

# SAMPLE SCRIPT

“At least two team members (name them if you know them) will participate in your child’s evaluation. The team members will work closely with you and your child, asking your child to engage in a variety of activities. We do this in a playful way and involve a mix of materials that include toys and other objects. The evaluators will bring the things they need with them. (Insert any special arrangements that might need to be made for this specific child) As your child’s first and best teacher, we ask that you participate in the evaluation with us. For example, we may ask you to hold your child on your lap while we show him things or if you have concerns about eating, we may include a snack as part of the evaluation. *(Use examples that are specific and realistic for this family)*”

The team will evaluate your child in each of the developmental domains. These include communication, cognition, social-emotional development, physical development, and self-help skills. You may not have concerns in all of these areas, but we want the evaluation to be comprehensive because we know that development is interrelated, meaning one area of development can have an impact on other areas of development. For example, if a child isn’t able to move well, they have a harder time exploring and learning about their world. *(Use an example that is specific to this family if possible)*

At the end of the evaluation, the team members will discuss their thoughts on your child’s development with you. They will explain whether or not your child is showing delays in development and if your child is eligible for services through the AzEIP program. AzEIP is voluntary, and you may accept or decline any or all EI services. If your child is eligible, we will begin the assessment and Individual Family Services planning process with you. If your child is not eligible for AzEIP, the team members will explain this and I will then talk with you about other community resources that may be available to meet your child’s specific needs. The team members will write a Developmental Report and you should get a copy of that within 10 days of the evaluation. If you don’t receive a copy, please contact me and I will look into it for you.

Do you have any questions about the evaluation visit that I can help you with right now?”

## Where to find more information on DDD and ASDB Eligibility :

**DDD-Eligibility:** [http://azdes.gov/uploadedFiles/Children\\_Youth\\_and\\_Families/DCYF\\_Information\\_Center/ddd\\_eligibility\\_criteria\\_desk\\_reference\\_10-10-12.pdf](http://azdes.gov/uploadedFiles/Children_Youth_and_Families/DCYF_Information_Center/ddd_eligibility_criteria_desk_reference_10-10-12.pdf)

**ASDB-Eligibility:** [http://www.asdb.az.gov/asdb/index.php/home/Early\\_Childhood\\_and\\_Family\\_Education](http://www.asdb.az.gov/asdb/index.php/home/Early_Childhood_and_Family_Education)