

Operating Policy and Procedure



Section: Tools and Assessments

Subject: Developmental Screening

Purpose:

- To access and monitor the developmental stage of the children of parenting teens receiving child care services.
- Each program will establish written guidelines for administration of the ASQ to specify how the tool is to be used with all participant children, unless developmentally inappropriate.
- Developmental screening provides developmental progress, increases parents' understanding of their child's development and identifies strengths and abilities, as well as areas of concern.
- All children will be screened to determine developmental appropriateness or identify possible developmental delays.
- The Ages and Stages Questionnaire-3 (ASQ-3) is the OSLS approved developmental screening tool.
- ASQ-3 is administered to the children of parenting teens using PLP childcare services.
- The ASQ-3 can only be administered by trained staff.

Procedure:

- The initial ASQ-3 will be administered within 60 days of enrollment based on the age of the child.
- Ongoing screenings will be administered at: 2 months, 6 months
 - Subsequent screenings are every 6 months thereafter based on the child's date of birth.
- When an infant is born premature (37 weeks gestational age or less), staff will administer the age-appropriate ASQ based on the adjusted age of the child until the child is 24 months of age.
- Screenings incorporate the parent(s), grandparent (s), childcare staff and case manager's observation of the child.
- ASQ not appropriate when there is a diagnosed developmental delay on record.
 - The program will develop procedures to document developmental progress of the child twice a year.
- When a child has a developmental delay and is referred for a follow-up assessment the program will document each referral in MIS and in the participant's file.
- All expectant and parenting teens that participate in the screening will be provided with the results and receive appropriate information and referrals *as appropriate*.