   - Send what’s needed to the parent:
     o ASQ:SE-2 Parent Guide
     o Correct ASQ:SE-2 questionnaire for child’s age (HINT: Use ASQ Calculator App)
   - Use the parent’s preferred method:
     o Mail paper questionnaire.
     o Email guide with online Family Access URL with instructions to access or print questionnaire.
     o Text (or email) JPEG images of the questionnaire pages.

2. Introduce screening and ASQ:SE-2 using video conferencing or phone.
   - Schedule home visit to go through ASQ:SE-2 questionnaire responses together.
   - Ask the parent:
     o “Do you have any questions?”
     o “Do you have any concerns about completing ASQ:SE-2?”
     o “How can I support you? We can go through the questionnaire together, or you can complete ASQ:SE-2 yourself and we can talk after.”

3. Support parent to complete ASQ:SE-2 using video conferencing or phone.*
   - *Be careful not to influence the parent’s responses or share your opinions about the child’s behavior.
   - Have the parent complete ASQ:SE-2 independently before or during videoconferencing or phone call.
   - Review ASQ:SE-2 responses together in an interview format—parent and provider.
   - As appropriate, ask the parent for more information about any concerns.
     o “Can you tell me more about what your child is doing? (when, where, with whom?)”
     o “Can you tell me more about your concerns?”

   - Use ASQ Online to record responses; questionnaire scoring is automatic.
   - Use a paper copy of the questionnaire and Information Summary to record responses and score.
   - Use a paper master of the questionnaire and Information Summary with plastic sleeves and dry-erase marker to record responses and score.
   - Use the Special Release fillable ASQ:SE-2 Item Response Sheet and Fillable Information Summary to document responses to all questions and score.
   - Score and chart as required after the virtual screening conference/call.
5. Summarize results and share with parent using video conferencing or phone.

- Begin the meeting by celebrating the child.
- Review the completed ASQ:SE-2.
  - Discuss the child’s strengths (0-point items).
  - Discuss the 10-point and 15-point items: “Can you tell me more about...?”
  - Discuss any concerns noted in Overall Section: “Can you tell me more about...?”
- Review ASQ:SE-2 results (with or without Information Summary)
  - Results below cutoff: “Results in this area indicate that your child’s social-emotional development is on-track.”
  - Results in monitor area: “Results in this area indicate that your child may need additional support and for us to monitor closely.”
  - Results above cutoff: “This is the referral area. When results are in this area, we may want to get more information from a health care provider or behavioral specialist.”

6. Determine appropriate follow-up with parent.

- The parent should take the lead in making decisions about follow-up.
- Offer resources/support for any concerns identified on ASQ:SE-2, regardless of the total score.
- Follow-up may be as simple as conversations, may include online information or resources such as tip sheets or Learning Activities, or may involve referrals to other agencies or behavioral specialists.
- Facilitate behavioral health, EI/ECSE, and primary health care referrals that are safe and appropriate at this time. Use professional judgement when making referrals during this health crisis.
- Many parents will benefit from ongoing support by video conference or telephone to take advantage of follow-up resources.

Omitting Items on ASQ:SE-2

- Up to 3 items may be omitted on any ASQ:SE-2 questionnaire if the questions are not in line with family values or parenting practices.
- Calculate an adjusted score if 3 items are missing AND the child’s score is within 5 points of the monitoring zone or cutoff score—results will change.
- Use Adjusted Score calculator at www.agesandstages.com/calculator or download ASQ Calculator app to easily score questionnaires with missing items.