

Provider Guide to Completing ASQ-3 and ASQ:SE-2

Suggestions for Accurate Completion of ASQ-3

- If possible, work off a paper copy and take time to try activities with the child. It's OK to let children practice, especially if an activity is new.
- When finished, enter answers to ASQ-3 areas and overall questions into EFS MOD.
- **Note:** If both a parent and provider complete an ASQ-3, the provider should **combine** results to create 1 final ASQ-3 to enter into EFS Mod.

Parent-Completed ASQ-3:



- Determine if parents need support completing ASQ-3 (see next page).
- Review the following with parents before they screen their child:
 - **Florida Family Guide to Screening**
 - **ASQ-3** questionnaire
 - **Materials List.** If needed, let parents use materials from the classroom, or create a “materials kit” for them to borrow.

Provider-Completed ASQ-3:

- **Take Time.** Develop a relationship with the child, let them adjust and settle into the classroom, practice activities on the ASQ-3 before completing questionnaires.
- **Overall Section:**
 - **Recommended Practice:** Have parents complete the **Overall Section**.
 - **Caution.** If the parent is not able to complete Overall section, providers may complete except questions about family history, health, behavior concerns or “other worries”. See **Provider Overall Question Guide** for more information.
- **ASQ-3 Areas/Domains**
 - Answer YES if the child demonstrates skills at school.
 - You may let the child practice (e.g., cutting with scissors).
 - NOT YET items. Before finalizing, review skills/questions with parents that you marked as “Not Yet”. Change the answer if the parent reports they have seen/heard their child perform the skill.

See Next Page for Tips on Completing the ASQ:SE-2 and Supporting Parents

Suggestions for Accurate Completion of the ASQ:SE-2

- The ASQ:SE-2 is completed based on prior observations of the child. It does not require materials or time to practice or try activities.
- **Note:** If a parent and provider both complete an ASQ:SE-2, **do not combine**. Enter the results of both ASQ:SE-2s separately into EFS Mod.



Parent-Completed ASQ:SE-2:

- Determine if parents need support completing ASQ:SE-2 (see below).
- Review **Florida Parent Guide** with parents before they screen their child.

Provider-Completed ASQ:SE-2:

- Take as much time as possible to get to know the child; let the child adjust and settle into a new setting before completing.
- Providers need to have a minimum of 15 hours/week contact with a child—ideally for a few weeks—before completing ASQ:SE-2.

Support Parents May Need to Complete Accurately: *Situations such as:*

- Differing levels of parent education: ASQs written at a 4th to 6th grade reading level but some families may need help.
 - **Support Needed:** Complete together with parents.
- Difficulty focusing on screening or understanding concepts because of stress, depression, pressing issues in life.
 - **Support Needed:** Complete together with parents.
- Negative experiences/trauma with systems such as schools, child protection, immigration, etc.
 - **Support Needed:** Time to discuss the purpose of screening, how information will be used, shared, who has access, etc. Listen to parents' hesitations, answer questions. In the end, it is their decision whether or not to participate.
- Home language (see links)
 - [Translations/adaptations of ASQ-3 and ASQ:SE-2](#)
 - [Interpretation guidelines.](#)
- Family beliefs, values or parenting practices are potential barriers (see links).
 - [Adapt items/activities](#) if contrary to parents' beliefs, values or parenting.
 - [Omit items/adjust scores if no appropriate adaptations available.](#)