

Appendix J: FY 20 CFCE Ages and Stages Questionnaire and Parental Consent

EEC is focused on ensuring that all children in Massachusetts have access to developmental learning opportunities, and that parents and families are provided with knowledge and resources to be their child's first teacher. Coordinated Family and Community Engagement (CFCE) grantees work directly with parents and families to provide these learning opportunities for young children in the communities that they serve. One of the developmental learning activities used by CFCE grantees is the Ages and Stages Questionnaire (ASQ) developmental screening tool. Additionally, CFCE grantees that have the Parent Child Home Program (PCHPs) as part of their program offer the ASQ through PCHP as well.

The ASQ is used for children between birth and five years old, with a total of 21 different age intervals. For example, there are questionnaires that focus on tasks that children should be able to do at 6 months, 9 months, 12 months, etc. While there are numerous age intervals where children can be screened, CFCE grantees are not expected to screen children at every age interval. Families may choose to participate in the ASQ screening at one age interval or several. The ASQ is available in English, Spanish, and French.

The ASQ looks at child development progress across five domains: fine motor, gross motor, communication, problem-solving, and social-emotional skills. Each domain has six questions that correlate to developmental activities that are typical of children for a specific age range. Each question asks the child's caregiver if the child is able to perform the described activity, and the parent/family can choose "yes", "sometimes", or "not yet" as their response. The child's scores then inform the family of one of three things for each of the five domains: the child is developmentally on track; the child's progress needs monitoring and possible supportive activities; or the child needs further assessment by a pediatrician or early intervention.

This validated and researched tool is used by CFCE grantees to begin meaningful conversations with parents and families about their child's development and progress. As the ASQ is a screening tool, it a good way to discuss developmental milestones, engage the family in supporting their child's growth, and providing information for families. Additionally, it allows for early detection of potential developmental delays and for the referrals for necessary resources. As CFCE grantees are required to refer families to comprehensive services, developmentally appropriate activities, and if necessary, their pediatrician, early intervention or early childhood special education, the ASQ aligns with the goals of the CFCE grant while providing families more information about their child's developmental progress.

The developers of the ASQ have created an online data system, where CFCE grantees are able to enter the child's ASQ screening information and are able to schedule follow up screenings with the child's family. Each CFCE grantee has their own ASQ online account within an umbrella account that is maintained and exclusively used by EEC policy staff members. EEC uses aggregate screening information for policy and programmatic purposes. For example, aggregate information can tell EEC how many children have been screened within a specific time frame, which age interval is most often used with children, and the number of children who have received follow up screenings. EEC staff are available to assist CFCE grantees in establishing accounts and using the online system. Online training and technical assistance on the ASQ tool is available through the Brookes Publishing website. <http://agesandstages.com/>

CFCE grantees are allowed to allocate part of their renewal grant towards purchasing a tablet/iPad to do ASQ screenings in community-based environments¹. CFCE grantees now have the capability to use tablets/iPads to enter the child's information and scores directly into the ASQ Online system. To ensure that parents and families are aware that their child's aggregate information will be used by EEC, there is a consent form that pertains to the ASQ Online. If the child's caregiver gives consent, the information can be entered directly online via the tablet or by entering the paper copy scores in by hand. If consent is not given, the CFCE can still conduct the screening with the family using the paper copy of the ASQ without entering the information online.

CFCE grantees are required to report their implementation of the ASQ in their quarterly reports. To ensure that screening numbers are unduplicated, the quarterly report will ask for:

- The number of ASQ screenings conducted where the parent did NOT give consent to have the screening data entered into the online system.
- The number of ASQ screenings that were completed with families using a tablet/iPad, without using the paper tool.
- The number of screenings that were completed on paper with the family, then entered into the online system.

¹ Any tablet/iPad purchased by Coordinated Family and Community Engagement grantees (CFCEs) to conduct ASQ screenings with families will be maintained solely by the grantees from the time of purchase. EEC and the Executive Office of Education has and will not provide any troubleshooting, repairs, monetary assistance, or maintenance for any tablets/iPads purchased through the CFCE grant.

ASQ Consent Form

Dear Parent/Guardian,

The Massachusetts Department of Early Education and Care (EEC) and _____
Program Name

would like to invite you to engage in developmental screening with your child using the Ages and Stages Questionnaire (ASQ). Developmental screening provides families the opportunity to share and learn about their child's development, to celebrate their growth, and to address any questions or concerns they may have about what "typical" development looks like.

The ASQ is designed to be filled out by families. It is user-friendly, and should only take about 10 minutes to complete. It can be filled out on paper or online. Your child's early education and care program can also do it with you in person, and provide you with the results.

The Consent Form below requests your permission for you to engage in developmental screening with your child, and to have your child's screening data entered into an online database. Using that data, your child's early education and care program can look at your child's development, and can connect you with community resources to support your child, if needed.

The Consent Form also requests your permission to share the data with EEC. The combined data from developmental screening across the Commonwealth helps inform the ways EEC supports educators and families to respond to children's needs through training and resources. **Please note that EEC will combine the data of many children and will not be able to identify specific individual children. Screening data will be confidential to ensure your privacy.** If you do not wish to have information entered online and shared with EEC, you may decline this option and your child may still be screened using the ASQ paper questionnaire.

If you choose to participate in any of these developmental screening activities, please complete the Consent Form below. Thank you!



ASQ Online Family Consent Form

Please read the text below and check the box to indicate whether you and your child agree to participate in the ASQ screening:

By checking this box, I acknowledge that I have read the information provided by the Department of Early Education and Care (EEC) about the ASQ screening tool and:

- **I agree** to engage in developmental screening with ASQ to learn more about their developmental progress, and
- **I agree** to have my child's screening information entered into the ASQ online database, and
- **I agree** to have my child's screening information shared with EEC for the purposes of state-wide data collection that looks only at totaled data to determine screening trends, future trainings for early childhood professionals, and policies.

By checking this box, I acknowledge that I have read the information provided by the Department of Early Education and Care (EEC) about the ASQ screening tool and:

- **I agree** to engage in developmental screening with ASQ to learn more about their developmental progress, but
- **I do not agree** to have my child's screening information entered into the ASQ online database, and
- **I do not agree** to have my child's screening information shared with EEC

By checking this box, I acknowledge that I have read the information provided by EEC about the ASQ screening tool, and I decline to have my child screened with the ASQ.

Name of Parent or Guardian

Date

Signature of Parent or Guardian



**Department of
Early Education and Care**