Preparing and Managing the Screening Program

Dear Mr. and Mrs. Gershenson::
Thank you for participating in the Steps-Ahead child screening/monitoring program. The enclosed questionnaire from the Ages & Stages Questionnaires®, Third Edition (ASQ-3™), is a screening tool that will provide a quick check of your daughter Maya's development. The information you supply will help reveal your child's strengths, uncover any areas of concern, and determine if there are community resources or services that may be useful for your child or your family.
We'd like to ask you first to fill out the enclosed family information sheet, which helps us be sure we have the most up-to-date information possible. Then, please try the activi- ties on the questionnaire with your child and record what you see and any concerns you'd like to share.
Section 1: The first section of ASQ-3 includes five developmental areas. Each area has six questions that go from easier to more difficult skills. Your child may be able to do some but not all of the items. Read each question and mark
Yes if your child is performing the skill
Sometimes if your child is performing the skill but doesn't yet do it consistently
Not yet if your child does not perform the skill yet
Here is a brief description of the five developmental areas screened with ASQ-3:
Communication: Your child's language skills, both what your child understands and what he or she can say
Gross motor: How your child uses his or her arms and legs and other large muscles for sitting, crawling, walking, running, and other activities
Fine motor: Your child's hand and finger movement and coordination
Problem solving: How your child plays with toys and solves problems
Personal-social: Your child's self-help skills and interactions with others
Section 2: The Overall section asks important questions about your child's development and any concerns you may have about your child's development. Answer questions by marking yes or no , and if indicated, please explain your response.
Have fun completing this questionnaire with your child, and make sure he or she is rested, fed, and ready to play before you try the activities! Please be sure to send back the questionnaire within 2 weeks. If you have any questions or concerns, please contact Jennifer Davis at Steps-Ahead.
Sincerely, Katherine Kephart Steps-Ahead
ASQ3

Figure 5.9. Sample Parent ASQ-3 Questionnaire Cover Letter (blank versions in English and Spanish appear in Appendix D).

ABOUT YOU (write in your specialty and check one field that best applies)

Specialty

O Birth to Five O K-12 O Clinical/Medical Personnel O 4-year College/Grad. O Comm. College/Vocational O Association/Foundation O Comm. Services

Name				
Address				
O residential	O commercial			
City			State	
ZIP		Country		

E-mail

O Yes! I want to receive e-mail about new titles and special offers. (Your e-mail address will not be shared with any other party.) We auto-confirm all orders by mail; please provide an email address to receive confirmation of order and shipping.

Qty	Stock #		Title		Price
PAYMENT METHOD O Check enclosed (payable to Brookes Publishing Co.)				Subtotal	
		to Brookes Publishing Co.)		6% sales tax, MD only	
O Purchase Order attached (bill my institution)				5% business tax (GST), CAN only	
*Add 2% to product total for P.O. handling fee		for P.O. handling fee		P.O. customers: 2% of subtotal	
O American Express (15 digits)				Shipping (see chart below)	
O Discover (16 digits)					
O Maste	erCard (16 digits)			Total (in U.S. dollars)	L
O Visa (13 or 16 digits)				

Security code (3 or 4 digit code on back of card): _____

Expiration date __ /_ __ Signature

Convenient ways to order:

CALL toll-free 1-800-638-3775 M-F, 9 a.m. to 5 p.m. ET.; FAX 410-337-8539; MAIL order form to: Brookes Publishing Co., P.O. Box 10624, Baltimore, MD 21285-0624: ON-LINE www.brookespublishing.com

Money-back guarantee! Ordering with Brookes is risk-free. If you are not completely satisfied, you may return books and videotapes within 30 days for a full credit of the purchase price (unless otherwise indicated). Refunds will be issued for prepaid orders. Items must be returned in resalable condition. All prices in U.S.A. dollars. Policies and prices subject to change without notice. Prices may be higher outside the U.S.A.

(For other shipp	STANDARD GROUND SHIPP bing options and rates, call 1-800-638-3775, in the		-9580, worldwide.)	
Continental U.S.A." territories & protectorates'; AK, HI & PR'		Canada		
For subtotal of	<u>Add*</u>	For subtotal of	<u>Add*</u>	
US\$55.00 and under	\$6.49	US\$67.00 and under	\$9.99	
JS\$55.01 and over	12%	US\$67.01 and over	15%	
**Continental U.S.A. orders ship via UPS Ground Delivery. *U.S.A. territories & protectorates orders ship via USPS. *AK, HI, and PR please add an additional US\$12.00. Orders ship via UPS Air.		Orders for Canada are consolidated for shipping twice each month. For minimum shipping time, please place your orders by the 9th or 24th of each month.		
Please call or email for expec	lited shipping options and rates.	*calculate percentage on subtotal		