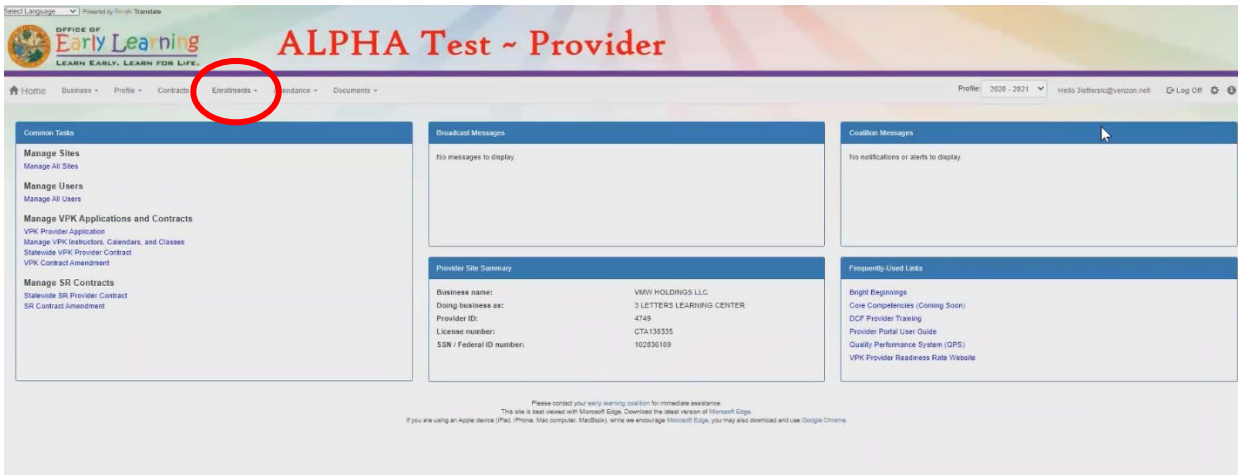


Pending Screenings in the Provider Portal – updated 2/2023

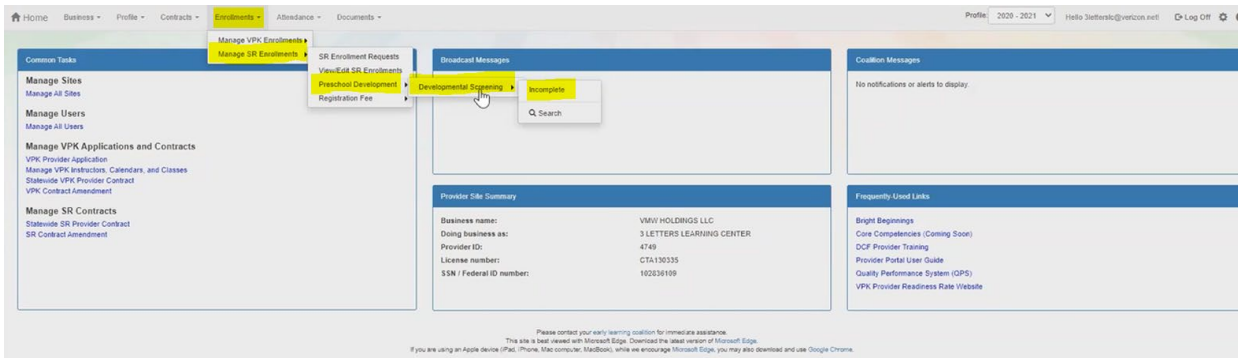
After a parent completes the redetermination process and electronically signs the parental right and responsibilities, the ASQs (ASQ 3 and ASQ SE 2) will be assigned to be completed by the parent or provider for every child whose parent/caregiver signs the consent for screening.

The system automatically assigns the ASQs to the parent. If the parent does not complete the screening within the first five days, the system will assign the screening to the provider. The provider has 40 days to complete the screening(s).

How to find pending task for screening (ASQ 3 and ASQ SE 2) on the Provider Portal:



- Go to the **Enrollments** tab on the top left corner;



- Click **Manage SR Enrollment**
- Click **Preschool Development**
- Click **Developmental Screening**
- Click **Incomplete**

How and where do I complete the ASQ?

- If you have any ASQs pending, you will see them listed on a screen like the one below.
- Here, you are able to see child ID (1), the due date of the ASQ (2), what type of ASQ is requested (3) (Note: parent can request ASQ 3 and opt out ASQ SE 2), and link for provider to complete the ASQ (4).

- Click on the link in #4 and choose the language. Once you click on the language, the system will take you to ASQ Online to complete the ASQ's.

Preschool Developmental Screening Incomplete Course

This page displays the screening results returned that are for the provider and has a status of incomplete. Selecting Child ID takes you to the child's Screening History. Selecting Screening ID takes you to the child's screening information. Selecting the Vendor link takes you vendor's site to complete the questionnaires.

Click Here For Filtering Tips

Show 10 entries Clear All Filters Export

Child ID	Child Name	DOB	Assigned Counselor	Provider ID	Provider Name	Screening ID	Request Date	Questionnaire	Vendor Link
4098/11	CHM1 Test01	10/19/2018		4749	J LETTERS LEARNING CENTER	118	01/06/2021	ASQ 3 & ASQ SE2	Screening

Show 1 to 1 of 1 entries Previous 1 Next

1 2 3 4

ASQ Online:

ASQ® Ages & Stages Questionnaires®

Hillsborough Test
959-959-9999
nleah.amis@ed.myflorida.com
456 Main Street
Hillsborough, Florida 99999

Child Date of Birth
Format: yyyy-mm-dd
2018-10-10

Weeks Premature
(put "0" if not premature)
0

For ASQ-3™ English
Screening Date
 I am screening my child today (2021-01-06)
 I screened my child and am entering in the responses to a previous screening

For ASQ:SE-3™ English
Screening Date
 I am screening my child today (2021-01-06)
 I screened my child and am entering in the responses to a previous screening

I have read the provided information about the Ages & Stages questionnaires, and I wish to have my child participate in the online screening program. I will fill out the questionnaire about my child's development and promptly submit the completed questionnaire through the Family Access online questionnaire completion system.

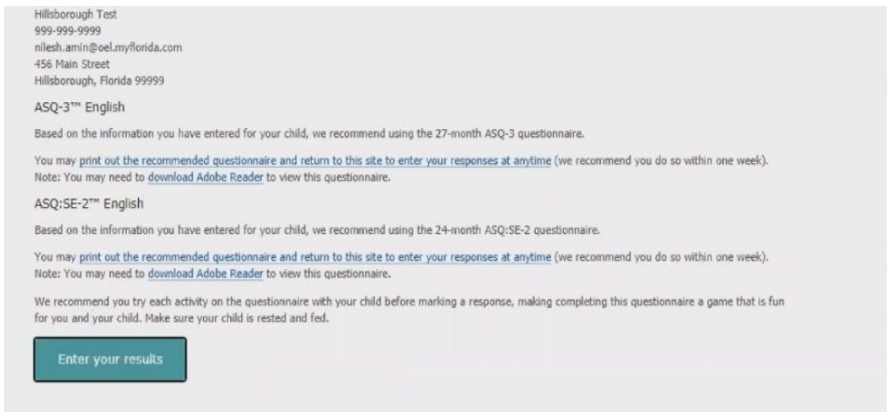
Note: By clicking "Submit", you are agreeing to both our [Family Access End User License Agreement](#) and any other consent or authorization information outlined on this page.

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Application Release: 2021-01-01
BETA-ASQONLINE.COM
64C208E

Once you are in ASQ Online, follow these steps:

Step 1

- ✓ Check the child's birthday for accuracy.
- ✓ Fill in 'Weeks of Prematurity'; if none, enter 0 - this cannot be left blank.
- ✓ For both **ASQ 3** and **ASQ-SE-2**, choose "I am screening my child today".
- ✓ All fields must be filled out in order for the system let you to continue.
- ✓ Click "**submit**".

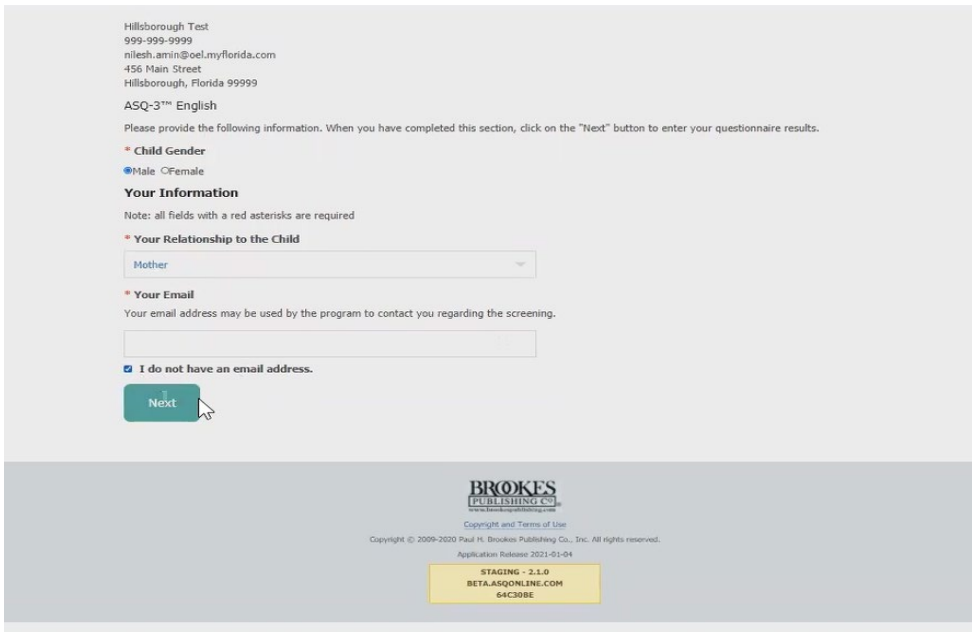


Step 2

2A - On this screen, you will find which interval should be completed for the child. Print hard copies of the ASQs and give to the teacher or parent* to complete. When they return it, repeat Step 1 and Step 2B.

*When a parent completes the ASQs for their child, it is a wonderful opportunity to discuss any concerns that you may have. Note that it is the provider’s responsibility to input the data in the provider portal by the due date to avoid non-compliance. You are also required to share the ASQ results with the parent/caregiver.

2B - Once the ASQ is completed on paper, click “Enter your results”



Step 3

- ✓ Complete all the fields with a red asterisk (*)
- ✓ Your relationship to the child is “Childcare Provider”
- ✓ **Inclusion report** no concern at this time, but if you have concern please add all of them and explain in the overall questions section (this is for internal use only).
- ✓ **Refer** – No (this is for internal use only).
- ✓ **Case Open/Closed** – Case closed (this is for internal use only).
- ✓ Click “Next”

ASQ-3 English 37 Month
 Test#: CP101
 Screening Date: 2021-01-06
 Child Date of Birth: 2018-10-10

On the following pages are questions about activities children may do. Your child may have already done some of the activities described here, and there may be some your child has not begun doing yet. For each item, please fill in the circle that indicates whether your child is doing the activity regularly, sometimes, or not yet. Please attempt to answer each question. Click the button at the bottom of the page to submit the questionnaire.

Communication | Gross Motor | Fine Motor | Hearing Screening | Personal Skills | Social

1. Without your giving him clues by pointing or using gestures, can your child carry out at least *three* of these kinds of directions?

a. "Put the toy on the table."
 b. "Close the door."
 c. "Bring me a towel."
 d. "Find your coat."
 e. "Take my hand."
 f. "Get your book."

Yes
 Sometimes
 Not yet
 Response missing

2. If you point to a picture of a ball (kitty, cup, hat, etc.) and ask your child, "What is this?" does your child correctly *name* at least one picture?

Yes
 Sometimes
 Not yet
 Response missing

3. When you ask her to point to her nose, eyes, hair, feet, ears, and so forth, does your child correctly point to at least *seven* body parts? (She can point to parts of herself, you, or a doll. Mark "sometimes" if she correctly points to at least three different body parts.)

Yes
 Sometimes
 Not yet
 Response missing

4. Does your child correctly use at least two words like "me," "I," "mine," and "you"?

Yes

Step 4

The child information will export from parent portal to the ASQs. The system will generate the age appropriate ASQs to be completed, as you have done previously.

***Please always review the child information to ensure it is correct.**

Once the 1st ASQ (the ASQ 3) is submitted, the system will provide you with activities that you can share with the parent and provide to the teacher for inclusion in lesson planning; then you can complete the 2nd ASQ (the ASQ SE 2).

The 4C Early Intervention team will review all screenings and notify you of any additional information needed or actions is necessary.

4C Early Intervention Team Contact Information

El Specialists

- Marla Rodriguez Agosto 407-532-4273
- Jennifer Garcia-Vogelhut 407-532-4265
- Adaliza Diaz Zayas 407-532-4362
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