



ASQ-3
Developmental Screening
Process Changes

BIG Changes are HERE!

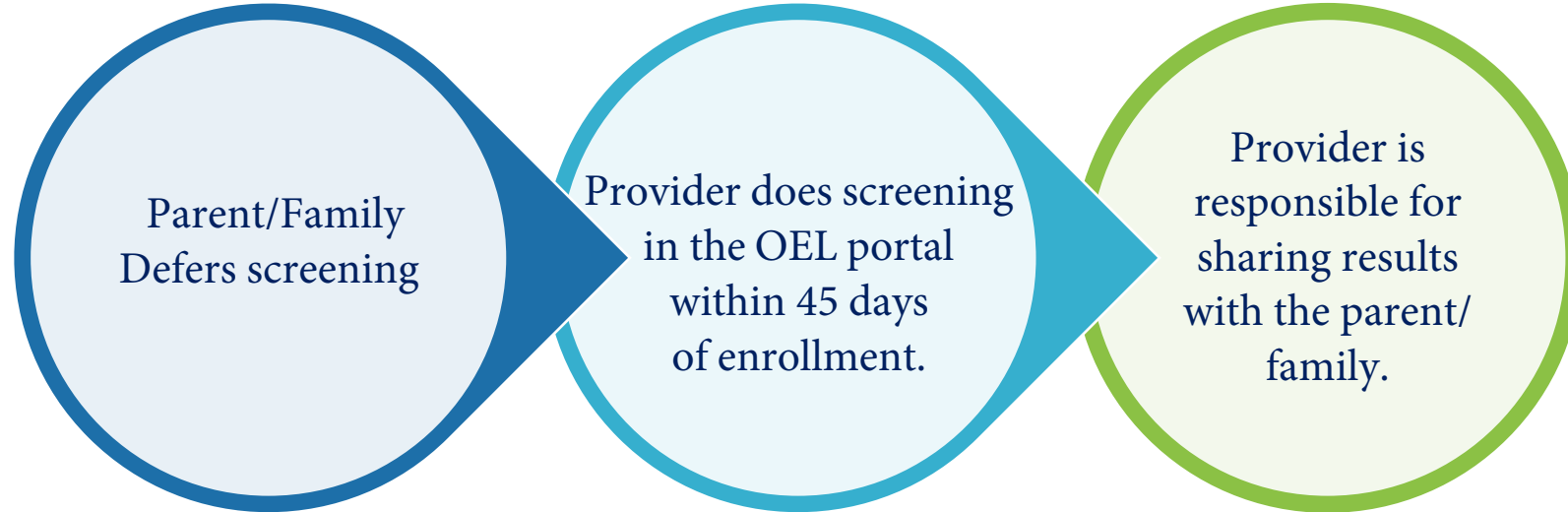
Previously:

- The Child Screening Specialist (Pamela Dudek) requested all New Enrollment and Annual Birthday screenings directly from providers via Email.
- Providers were then responsible for logging into Brookes ASQ in order to complete each screening.
- The Child Screening Specialist (Pamela Dudek) sent reminders via Email for upcoming due dates and late notices.

Beginning in April 2021:

- All screenings will be completed through the Provider Portal ONLY.
- Annual birthday screenings are no longer required.
- Screenings will be required upon New Enrollment into the SR program and at Redetermination only.
- Parents have the opportunity to complete the New Enrollment screening when they apply for SR services, or they may defer to the provider.
- IF the parent does not complete the screening in the first 5 days, it automatically defers to the provider.

When Parents Choose to Defer the Screening:



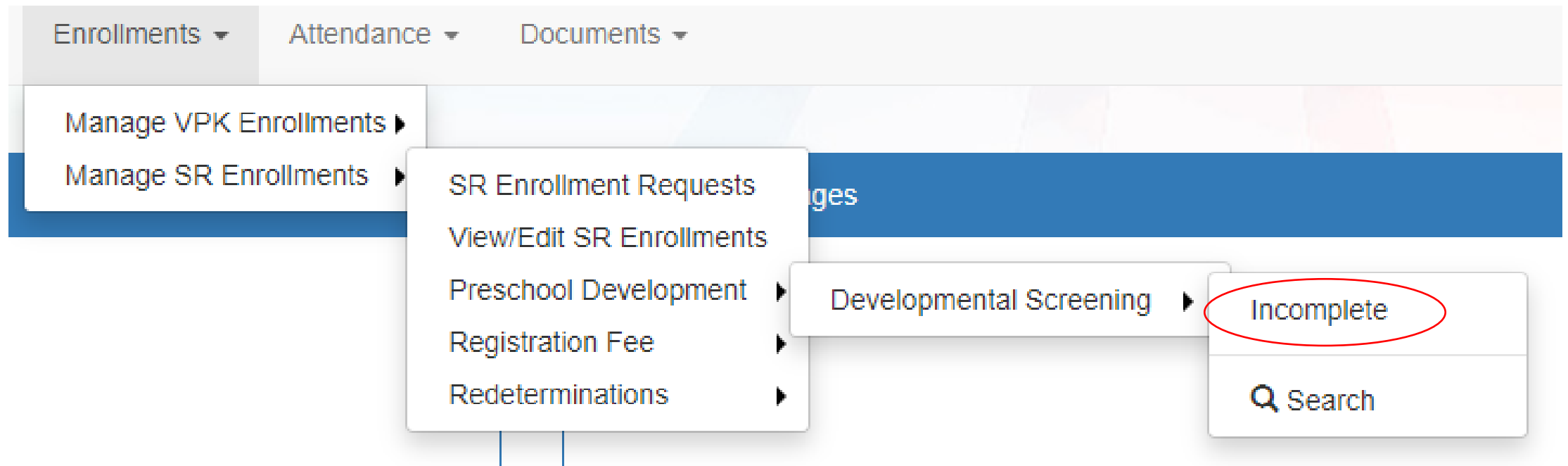
Brookes will no longer be used to directly enter Developmental Screenings. They must be entered through the Provider Portal.

The OEL Portal will automatically defer to the provider to complete the Developmental Screening if the parent has not done so within 5 days.

If Developmental Screening indicates there are areas of concerns or monitor, these will go to the ELC for approval before showing in the Portal.

How will I know if I need to complete Developmental Screenings?

- **PROVIDERS WILL NOT BE NOTIFIED IF A PARENT HAS DEFERED A SCREENING at this time, however updates to this system are coming in the near future.**
- Follow the pathway below and select “Incomplete”



Incomplete Queue

- 'Incomplete Queue' is where you will find the Developmental Screenings that have been deferred to you.
- It is recommended that you check this queue daily or at least weekly in order to remain in compliance.
- To begin the Developmental Screening process, select “Screening” under the vendor link column and this will take you to the Brookes website where the correct ASQ will automatically be populated. You must enter the whole screening at one time.

Preschool Developmental Screening Incomplete Queue

The page displays all outstanding screening request that need to be completed. Selecting Child ID takes you to the child's Screening History. Selecting Screening ID takes you to the 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 entries Clear All Filters Export Search:

| Child ID | Child Name | DOB | Assigned Counselor | Provider ID | Provider Name | Screening ID | Request Date | Questionnaire | Vendor Link |
|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| <input type="text" value="Filter"/> | <input type="text" value="Filter"/> | <input type="text" value="Filter"/> | <input type="text" value="Filter"/> | <input type="text" value="Filter"/> | <input type="text" value="Filter"/> | <input type="text" value="Filter"/> | <input type="text" value="Filter"/> | <input type="text" value="Filter"/> | <input type="text" value="Filter"/> |
| 5153105 | | 08/08/2018 | | 3841 | CHILDREN'S ACADEMY | 136 | 03/28/2021 | ASQ:3 & ASQ:SE2 | Screening |

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- **OEL has created several videos to assist with the transition**
- **We will soon have these videos on our website**
- **You can find OEL created videos about this process here:**

https://www.youtube.com/channel/UCh31N2mFKf94CQH_uT1fHQ/playlists