



Delaware's Step by Step Guide for Early Childhood Programs

ASQ-3 & ASQ: SE-2 Online System

From Set-Up to Send-Off



This ASQ screening project is sponsored by the Delaware Department of Education, Office of Early Learning in collaboration with the Delaware Department of Health and Social Services, Delaware school districts, Delaware STARs, Head Start, 211, & Delaware Readiness teams.



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1 OVERVIEW

The first 5 years of a child's life are critical and early identification and intervention is proven to increase outcomes for children. Developmental Screening helps identify if a child may need further evaluation for possible early intervention services, if they should be monitored and rescreened, or if there are no developmental concerns.

Delaware began using the ASQ developmental screening in 2013. Screening began as a choice in the Delaware Stars standards and later became an essential standard for all Stars level 4 and 5 programs. In 2016 it became required that all programs who implement the ASQ screening use the online system through the statewide ASQ Enterprise Account

As time went by and data was monitored, it was determined there was no system to track screening results and referrals. Screenings were reviewed by child cares who were then responsible for sharing results and recommendations with families. A disconnect between child cares and referral agencies was discovered. As a result, in 2019, the Delaware Department of Education (DDOE) in collaboration with a variety of stakeholders established new ASQ system of review and referral through the ASQ Enterprise Account.

This new system placed the responsibility of screening review and referral on the Birth to Three Early Intervention program and local school districts. All decisions regarding referrals are made by child development specialists who then contact the families. In the case of a child care completing the screening, instead of the parent, it is then the child care's responsibility to share the results and make recommendations to families. DDOE is responsible for overseeing our state's screening data.

Developmental screening has become a priority in our state and this initiative has grown. In 2021, the Developmental Screening Bill, HB 202, was passed requiring all licensed child cares to complete developmental screening using the DDOE Enterprise Account beginning July 2023. This guide will help you navigate our system and provide you the information needed for successful implantation of using our ASQ Online System.

You can find the Developmental Screening Requirement under [Title 14 §3004A](#).

[2023 Letter to Child Cares from Associate Secretary Gleason](#) providing DDOE Guidance for developmental screening.

[ASQ Online Provider Quick Start Guide](#) with troubleshooting and process guidance for child care programs.

[Infographic](#) with roles and responsibilities under the DDOE ASQ Online Enterprise Account.

1.1 GLOSSARY OF TERMS

Enterprise Account- Delaware Department of Education funded ASQ Online Account. All Districts, Birth to Three Early Intervention Program, and all child care providers are housed here.

ASQ Online- The online database developed by Brookes Publishing Company.

ASQ- 3- Ages and Stages Screening, Third Edition, - Developmental Screening developed by Brookes Publishing Company

ASQ: SE2 Ages and Stages Screening, Social Emotional Second Edition, - Social Emotional Screening developed by Brookes Publishing Company

Portal- Each School District and Birth to Three Early Intervention program have portals. Developmental screenings go here when a family completes it using the Family Access Portal Link.

Family Access Portal Link (or portal link(s) for short)- the website link for a specific portal that the family uses to complete the screening. These are included in the invitation letters.

Reviewer- Each School District and Birth to Three Early Intervention Program have trained individuals accepting and reviewing screenings submitted through the family access link.

Account- Each provider will be registered for their account with a log in and password. You will have 1 account per age group of children you serve (Birth to Three Early Intervention Program, and you School District), and per site if you have multiple locations. You can access child profiles, screenings, and set alerts in your account.

Provider Classroom- The term used when reviewers assign screenings to your account.

Child Profile List- Where you will find the list of children's profiles with screenings assigned to you as the provider.

Invitation Letters- The letter you share with families that lists the portal links inviting them to complete the screening

Embedded Consent- Consent is part of the online process when the family completes the screening using the family access portal links. You do not need to hold extra written consent for screenings parents submit online.

Consent Form (Paper Form)- Used when a parent asks for the teacher to complete the screening or when the parent declines to complete the screening. You are responsible for giving this to a parent and they complete the form and give it back to you.

Release of Information Form (Paper Form)- Used when you are requesting access to a child's screening that did not indicate you as their child care provider. If requested by the reviewing agency, you are then responsible for giving this to a parent and they complete the form and give it back to you then you email the form back to the reviewing agency that requested it.

2 GETTING ONLINE

Each participating school district and Birth to Three Early Intervention Program (B23) have their own online ASQ portals through the Department of Education ASQ Online Enterprise account for the community to access and complete the developmental screenings. A list of the B23 and each district's portal links for parent completion of the ASQ screenings, and contacts are available in the appendix of

this manual. If your program's contact person has changed, please update your information as soon as possible by submitting the following online form:

https://education.delaware.gov/families/birth-age-5/early_resources/asq-support-request/

The ASQ Technical Assistant (TA) is Jenny Grady

Email: Jenny.grady@doe.k12.de.us

Help Desk Email: de.screens@doe.k12.de.us

ASQ Website: <https://www.asqonline.com/login>

DOE Developmental Screening Website:

https://education.delaware.gov/families/birth-age-5/early_resources/developmental_screenings/

Remember, you can use the Online Provider User Manual and tutorials to answer your questions. The manual and tutorials can be found under "Quick Links" on the bottom left, under the "Visit our Health System" link. Direct Link: <https://www.asqonline.com/help/default.htm>

2.1 EARLY CHILDHOOD PROVIDER ASQ TRAINING OPPORTUNITIES

All providers must participate in the following FREE trainings as a part of the provider orientation process:

1. Introduction to the ASQ-3 & ASQ: SE-2 training available through Delaware Institute for Excellence in Early Childhood (DIEEC): <https://dieecpd.org/registry/calendar>
2. Supporting Family-Led Developmental Monitoring training available through Learn the Signs Act Early: <http://www.cds.udel.edu/ltsae>

You may also watch the provider call from August 2020 specific to the changes within our state's screening system and using the ASQ Online System. This call can be found here:

<https://www.youtube.com/watch?v=3NmycOlutH0>

Provider Office Hours for ASQ Online Orientation is available virtually the 2nd Monday of the Month with the Developmental Screening TA. Information and link are emailed to the emails in our listserv within the ASQ system prior to the sessions.

Future training opportunities will be shared via the Office of Child Care Licensing email blast.

2.2 GETTING YOUR USERNAME AND PASSWORD

If you are a new program that finished the orientation trainings and needing to register, forgotten your log in and/or password, have been locked out of your account, or are unsure what your status is and need to access the ASQ Online portal, please use the following link to submit a request:

https://education.delaware.gov/families/birth-age-5/early_resources/asq-support-request/

You will need to include the following information on the request:

- OCCL #
- Name of Child Care Program
- Contact
- Phone Number

- Address
- Email address that will receive ASQ emails
- Age range for children served

Once your program has been registered or password reset, you will receive an email from de.screens@doe.k12.de.us with your usernames, passwords, and welcome email including invitation letters, provider manual, and links for parents to screen their child.

The Developmental Screening TA will also send you monthly emails with office hour information & link, reminders and updates, and helpful resources. If you have any questions, please feel free to use the above link to submit a request, or email the Developmental Screening TA at de.screens@doe.k12.de.us

2.3 ASQ ONLINE: A BRIEF OVERVIEW

At the top of each ASQ Online web page you will find a top navigation menu as shown below. This menu will take you to the different sections of ASQ Online, including your **home** page, **My Profile**, **Program**, **Child Profiles**, **Screening Management**, **Reports**, and **Family Access**.



A brief description of each page is provided below:

- **Home:** Access Child Profiles, Screenings, and Help items from this page, which is customized to your role as Provider.
- **My Profile:** View and edit your profile information, change your password, create, and manage your personal notes and files, view your user access, view a list of children assigned to you, and create personal alert messages regarding various functions in ASQ Online. **DO NOT CHANGE YOUR PROFILE NAME OR INFORMATION**
- **Program:** View your program details and view and search a list of all users in your program.
- **Child Profiles:** View all Child Profiles assigned to you. **DO NOT ADD CHILD PROFILES OR COMPLETE SCREENINGS WITHIN CHILD PROFILES**
- **Screening Management:** Schedule screening tasks and non-screening tasks, generate and print screening and follow-up materials, create your own personal documents and groups of documents, and keep track of the scheduled tasks for all children assigned to you.
- **Reports:** Generate individual child reports and aggregate child reports for all children you are assigned to. **Screening Status Summary and input date range to run a report of all screenings within a specific date range.**
- **Family Access:** Access the online portal link to share with families. Screenings are reviewed by either the Birth to Three Early Intervention Program or the school district your child care resides. (NOTE: This is an optional module that requires an additional subscription that Department of Education sponsors.)

3 PARTNERING WITH FAMILIES

There are a variety of activities you can do to partner with families for them to complete the ASQ screeners and increase their understanding of the importance of developmental screening. One of those responsibilities is to share the appropriate family access portal link with the family via invitation letter as this will ensure they complete the screening within the DDOE ASQ Online Enterprise Account which are automatically sent to the receiving district or Birth to Three Early Intervention Program for review.

This screening tool has been developed and normed on family completion as the expert on their child. **BYPASSING PARENTS IS NOT AN ACCEPTABLE PRACTICE!** **Center staff completing the ASQ should be the exception to the rule, not a standard practice.** If the family does not complete the ASQ screening(s), the early learning provider *must* obtain written consent from the family for the teacher to complete the screening using the Consent Form found in the appendix. **Parents have the right to decline screening.** It is your responsibility to obtain and keep record of written consents and refusal for licensing. If the parent declines to complete the screening **and** provides consent for the teacher to complete the screening, the individual completing the screening must spend a minimum of 20 hours per week with the child. Again, this should be the exception, not the norm. The consent form can be found in the appendix.

In accordance with [Title 14 §3004A](#), verification that written consent was provided by the parent for the teacher to complete the screening *must occur* prior to reviewing and processing the screening.

This is applicable when:

1. **A teacher completes the screening on behalf of the family, NOT when the family completes the screening directly online.**
2. **A paper copy is completed by the family and then submitted online through the family access portal link (NOT RECOMMENDED).**

Failure to provide written consent will result in the screening not being reviewed or assigned to your program to verify completion of the screening. **Reviewers at Birth to Three and Districts began requesting paper consent forms for teacher completed screenings on 7/1/23 and will reach out to your program via email using the email address you registered your program with on the Delaware Department of Education (DDOE) ASQ Online Enterprise Account to request copies of the signed consent forms.**

Please continue to work with families to complete the ASQ Online screenings as electronic consent is embedded and an extra consent form is NOT required. If you have any questions, please contact the developmental screening technical assistant at de.screens@doe.k12.de.us.

Thank you for all you do to support the children and families you serve.

Educate families about the importance of developmental screenings and milestones:

- **FREE** Parent Training Video: I am the Expert on my Child: <https://youtu.be/qdTkmY7TRWo>

- First Lady Tracey Quillen Carney's message to families about developmental screening: <https://www.youtube.com/watch?v=luAkedwXU6I>
- **FREE** resources are available at DE Thrives <https://materials.dethrives.com/?categories=Developmental+Screening>
- DOE Developmental Screening Website: https://education.delaware.gov/families/birth-age-5/early_resources/developmental_screenings/

4 COMPLETING THE ASQ SCREENINGS

Screenings are to be completed using the Family Access Portal links **ONLY**. These are the specific portal links that you will share with families to complete the screenings within the DDOE ASQ Online Enterprise Account. Screenings submitted any other way will not be scored as the reviewers are not notified of screenings submitted outside of the Family Access Portal. Here are the instructions for completing screenings:

1. Send invitation letter to families to complete ASQ once per year, or when rescreen is needed.
 - Invitation letters are found in the appendix and can also be found on your District's early learning website.
 - i. **Enter your specific child care's name and license number in the blank space of the invitation letter, so that parents see how it should be noted on the screening.** For example, you will note ABC 123 Child Care 2 OCCL# 12345 vs. just ABC 123 Child Care.
 - ii. **If you have multiple locations, parents MUST note which location their child attends.** For example, you will list Jenny's Jewels III or Middletown Head Start.
 - iii. **Please coach families to use the name your child care has been licensed with as this is what is in the DDOE ASQ Online Enterprise account.** Please do not use nick names or short hand names for your center.
 - **For children over 34 months of age, you must use the portal for the district where your child care is physically located, regardless of the district the in which child and family reside.**
 - **For infants and toddlers up to 34 months of age, use the Birth to Three Early Intervention Program's portal.**
 - **DO NOT ENTER CHILD'S PROFILES.** When a parent completes the screening, they will complete the child profile information at that time. You will have access to the child's profile with the parent completed screening information once it is reviewed & approved by the reviewing agency and assigned to your provider classroom.
 - Families without email addresses should click the "I do not have an email address" box. **DO NOT** use a teacher's or center's email for families without email addresses.
 - i. Teachers completing the screenings on behalf of a family should submit using the email that your ASQ Online Account is registered with, **NOT** a personal or work email.
2. **ONLY SHARE PORTAL LINK(S) THE FAMILY NEEDS.** E.g., if the child is under 34 months, only send the Birth to Three Early Intervention Portal Link. **Note: *When families complete an ASQ***

screening using the incorrect portal link, it takes longer for the screenings to make it into the correct portal for review.

3. If a teacher completes the screening (as a last resort with written consent), they should complete the screening using the Family Access Portal Links and submit using the email your ASQ Online Account is registered with. They should NOT create a child profile or use a personal email to submit screenings.
4. Keep a manual running list of parents that report they have completed the screenings for your records and to follow up if you do not see that child's screening within your classroom.
5. Access the online ASQ program to monitor completion of ASQ screenings, following up when necessary to ensure parent completion of both the ASQ: 3 and ASQ: SE-2.
6. Evidence of written consent (Consent Form in the Appendix) will be requested via the email your ASQ Online Account is registered with when the teacher completes the screening on behalf of the parent **or** when a paper screening was submitted using the family access portal links.
 - It is expected that you respond back with the signed Consent Form within 5 business days to process the screening
 - Failure to respond to reviewers attempts to request the written consent will result in the screening being rejected

5 OBTAINING RESULTS

Once the screening(s) is complete and submitted through Family Access Portal by the parent, or provider with consent, they will automatically be added to the Family Access Queue for the reviewing agency to review. Here is some helpful information:

1. If the child is 0-34 months of age, the Birth to Three Early Intervention Program is the reviewing agency.
2. If the child is 34-60 months of age, the school district based on child care's address is the reviewing agency.
3. Reviewing agencies follow a 2-week turnaround timeline for reviewing the screening and sending results to the family. Please note, there may be some occasions that are outside of the timeline such as if the wrong portal is used, during times of high volume, and summer.
4. Once reviewed, the child's profile will be added to your provider classroom to view results and reviewing
 - If you do not see the child's results within 2 weeks of completion (by parent report), please email the help desk at de.screens@doe.k12.de.us to assist with obtaining results.
 - First Name, Last Name, Date of Birth is needed to research children's screenings.
 - Be proactive when planning for Licensing. To assure you have access to your screenings, work with Birth to Three Early Intervention Program and your school district to meet the regulation. **Planning to complete screening at least 3 months prior to re-application is advised**
 - **DO NOT WAIT until OCCL is re-licensing your program to check your list. We cannot guarantee responses at the 12th hour.**

5.1 SCREENINGS IN REFERRAL RANGE

When a screening is found in the referral range, the reviewing agency is responsible to provide screening results to the family (if they completed the screening) and make appropriate referrals. The reviewing agency will send the follow up via email to the email the screening was submitted with. Initial recommendations will be input online; it is the provider's responsibility to follow up with the family regarding the status of referral. A release of information form must be signed by the parent to gather more information from referral partners (B23 or school district) regarding evaluation and service provision. The Release of Information form can be found in the appendix.

5.2 SHARING RESULTS WITH FAMILIES

When families complete the screenings, results will be sent directly to them including follow up activities and referral information (if recommended). If you complete the screening on the parent's behalf (with written consent), the results will be sent to the email provided. **When the screening is submitted by the provider, it is your responsibility to share the results with families and support them if referral is recommended.**

- Only use the email that your program is registered in the ASQ Online Enterprise Account when submitting teacher completed screenings. Teachers should NOT use their personal or work emails.

6 NAVIGATING THE ASQ ONLINE PORTAL

DIRECT LINK TO ONLINE ASQ MANUALS: <https://www.asqonline.com/help/default.htm>

6.1 FINDING DOCUMENTS, INCLUDING SCREENINGS

- Click on Screening Management on top.
 - Find Documents on header on the left side of the screen.
 - Click on "View/Print Documents"
- All documents are listed, can be downloaded, and printed.

6.2 VIEWING SCREENINGS

- To begin, sign onto the Birth to Three or School District.
 - On the top of the page, it will tell you which program you have signed into.
- Click on Child Profiles tab in the green tool bar.
 - If looking for a specific child, fill out the top portion.
 - The bottom of the page lists the child profiles.
- Click on view all to see all the children.
- Click on the child's name to see the screening.

6.3 MY ALERTS

As a Provider, you can set up personal alert messages regarding various ASQ Online functions, which can be sent to yourself via text message or email. These messages can be task reminders, screening alerts, and Family Access alerts. In addition, you can select your preferred time zone for texting and emailing.

NOTE: Standard text messaging rates apply to each text message alert received as provided in your wireless rate plan (contact your carrier for pricing plans and details). Email alerts will be subject to standard Internet access and usage charges imposed by your Internet service provider.

1. Go to profile on top.
2. Click on "My Alerts" on the left under "Quick Links".
3. Click on Family Access Alert.
4. The last 2 choices allow you to schedule how and when you would like to be alerted when screenings are assigned to you.
5. If you choose to receive these messages at each occurrence, set the status to "On" from the status drop-down menu.
6. If you choose to receive these messages daily: In the "Time" column, select the time you wish to receive these alerts, from the drop-down menu.
7. If you choose to receive these messages weekly: In the "Time" column, select the day of the week you wish to receive these messages, from the "Day" drop-down menu. Then select the time of day you wish to receive these messages, from the "Time" drop-down menu.
8. To ensure you receive these messages, set the status to "On," from the "Status" drop-down menu.
9. Click the *Save Changes* button at the bottom of the page.

6.4 TO DETERMINE THE SCREENING RECOMMENDATIONS:

1. Check the follow up section on the Summary Sheet.
2. Check the notes section of the screening.
3. Reach out to the school district to determine progress in referral, however, the district requires a Release of Information to share this information and may be unable to provide it. (A Sample Release of Information can be found in the appendix.)

7 MAINTAINING SCREENING LISTS

You can remove a child's profile from your list if they have left your center at any time by going into their profile and clicking "Remove". This will not delete the profile from the portal or lose any information on the database. Once removed you will no longer have access to the child's profile and screening information.

When a child profile is archived, it is removed from any assigned providers. An archived child profile cannot have screenings, tasks, etc. added to the profile. The Program Administrator (B23, School District, and ASQ TA) will still have access to the child profile from the Archived tab within the Child Profiles section.

Children's profiles that are 3 years and up may be archived annually by the Birth to Three Early Intervention Program

Children entering kindergarten may have their profile archived after October 1st of their kindergarten school year by the individual school district.

For children that are missing on your list, please email the help desk at de.screens@doe.k12.de.us to make the request including the child's first name, last name, and date of birth. Please note, additional release of information may be requested for children's profiles that do not list you as the provider. For example, if you request John Doe's screening, but his family listed no child care provided or left the field blank, it is assumed that consent was not provided to share information with your site and therefore additional release of information may be requested prior to assigning the profile to your classroom to view. You can find the Release of Information form in the appendix.

It is highly advised you keep an internal running list of families who report completing the screening. If you do not see the child's screening in your provider classroom after 2 weeks, reach out to the reviewing agency directly with the child's first name, last name, and birthdate. You can also reach out to the help desk at de.screens@doe.k12.de.us for assistance.

8 APPENDIX

Invitation letters to share with families:

- Birth to Three Early Intervention Program (0-34 months)
- Appoquinimink School District (34-60 months)
- Brandywine School District (34-60 months)
- Caesar Rodney School District (34-60 months)
- Cape Henlopen School District (34-60 months)
- Capital School District (34-60 months)
- Christina School District (34-60 months)
- Colonial School District (34-60 months)
- Delmar School District (34-60 months)
- Indian River School District (34-60 months)
- Lake Forest School District (34-60 months)
- Laurel School District (34-60 months)
- Milford School District (34-60 months)
- Red Clay School District (34-60 months)
- Seaford School District (34-60 months)
- Smyrna School District (34-60 months)
- Woodbridge School District (34-60 months)

ASQ Portal Link Master List with Contacts

Consent for Screening, English

Release of Information, English

Frequently Asked Questions (2023)

Parent Information Sheet (2023)

Consent Memo (2023)

Birth to Three Early Intervention Program Invitation Letter

Children Ages 0 to 34 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child's life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child's development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child's communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child's development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child's profile, please answer the question: "Where does your child attend preschool?" by noting:

Your program's licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children ages birth to 34 months:

Birth to Three Early Intervention Links:

English: https://www.asqonline.com/family/c84b52/chain_start

Spanish: https://www.asqonline.com/family/7dea9a/chain_start

Appoquinimink School District Invitation Letter Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child’s life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child’s development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child’s communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child’s development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child’s profile, please answer the question: “Where does your child attend preschool?” by noting:

Your program’s licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Appoquinimink School District Links:

English: https://www.asqonline.com/family/60e6af/chain_start

Spanish: https://www.asqonline.com/family/01f752/chain_start

Brandywine School District Invitation Letter Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child’s life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child’s development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child’s communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child’s development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child’s profile, please answer the question: “Where does your child attend preschool?” by noting:

Your program’s licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Brandywine School District Links:

English: https://www.asqonline.com/family/4e042b/chain_start

Spanish: https://www.asqonline.com/family/b70f8b/chain_start

Caesar Rodney School District Invitation Letter

Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child's life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child's development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child's communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child's development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child's profile, please answer the question: "Where does your child attend preschool?" by noting:

Your program's licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Caesar Rodney School District Links:

English: https://www.asqonline.com/family/77e922/chain_start

Spanish: https://www.asqonline.com/family/9abad1/chain_start

Cape Henlopen School District Invitation Letter

Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child's life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child's development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child's communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child's development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child's profile, please answer the question: "Where does your child attend preschool?" by noting:

Your program's licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Cape Henlopen School District Links:

English: https://www.asqonline.com/family/db127d/chain_start

Spanish: https://www.asqonline.com/family/a593ec/chain_start

Capital School District Invitation Letter Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child's life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child's development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child's communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child's development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child's profile, please answer the question: "Where does your child attend preschool?" by noting:

Your program's licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Capital School District Links:

English: https://www.asqonline.com/family/15f3cc/chain_start

Spanish: https://www.asqonline.com/family/3a290c/chain_start

Christina School District Invitation Letter

Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child's life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child's development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child's communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child's development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child's profile, please answer the question: "Where does your child attend preschool?" by noting:

Your program's licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Christina School District Links

English: https://www.asqonline.com/family/9bec47/chain_start

Spanish: https://www.asqonline.com/family/d73ba6/chain_start

Colonial School District Invitation Letter Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child's life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child's development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child's communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child's development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child's profile, please answer the question: "Where does your child attend preschool?" by noting:

Your program's licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Colonial School District Links:

English: https://www.asqonline.com/family/87b4f3/chain_start

Spanish: https://www.asqonline.com/family/85e5ac/chain_start

Delmar School District Invitation Letter

Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child's life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child's development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child's communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child's development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child's profile, please answer the question: "Where does your child attend preschool?" by noting:

Your program's licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Delmar School District Links:

English: https://www.asqonline.com/family/4e41d7/chain_start

Spanish: https://www.asqonline.com/family/4238ef/chain_start

Indian River School District Invitation Letter Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child's life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child's development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child's communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child's development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child's profile, please answer the question: "Where does your child attend preschool?" by noting:

Your program's licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Indian River School District Links:

English: https://www.asqonline.com/family/c8d8ee/chain_start

Spanish: https://www.asqonline.com/family/690106/chain_start

Lake Forest School District Invitation Letter Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child's life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child's development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child's communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child's development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child's profile, please answer the question: "Where does your child attend preschool?" by noting:

Your program's licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Lake Forest School District Links:

English: https://www.asqonline.com/family/43b5a4/chain_start

Spanish: https://www.asqonline.com/family/4e17bb/chain_start

Laurel School District Invitation Letter Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child’s life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child’s development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child’s communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child’s development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child’s profile, please answer the question: “Where does your child attend preschool?” by noting:

Your program’s licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Laurel School District Links:

English: https://www.asqonline.com/family/fb9b0a/chain_start

Spanish: https://www.asqonline.com/family/239eb1/chain_start

Milford School District Invitation Letter

Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child's life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child's development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child's communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child's development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child's profile, please answer the question: "Where does your child attend preschool?" by noting:

Your program's licensed name

Please complete screening by	Date of return above
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Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Milford School District Links:

English: https://www.asqonline.com/family/130fac/chain_start

Spanish: https://www.asqonline.com/family/a2e958/chain_start

Red Clay School District Invitation Letter Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child's life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child's development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child's communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child's development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child's profile, please answer the question: "Where does your child attend preschool?" by noting:

Your program's licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Red Clay School District Links:

English: https://www.asqonline.com//family/9f1da1/chain_start

Spanish: https://www.asqonline.com/family/975798/chain_start

Seaford School District Invitation Letter Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child’s life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child’s development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child’s communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child’s development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child’s profile, please answer the question: “Where does your child attend preschool?” by noting:

Your program’s licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Seaford School District Links:

English: https://www.asqonline.com/family/85334a/chain_start

Spanish: https://www.asqonline.com/family/a51f9b/chain_start

Smyrna School District Invitation Letter

Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child's life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child's development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child's communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child's development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child's profile, please answer the question: "Where does your child attend preschool?" by noting:

Your program's licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Smyrna School District Links:

English: https://www.asqonline.com/family/480053/chain_start

Spanish: https://www.asqonline.com/family/ee9bbd/chain_start

Woodbridge School District Invitation Letter Children Ages 34 Months to 60 Months

Dear Families,

Welcome to our screening and monitoring program. The first 5 years of your child’s life are important, and we want to help provide the best start for your child. As part of this service, we provide the Ages & Stages Questionnaires, Third Edition (ASQ-3), and the Ages & Stages: Social Emotional 2 (ASQ:SE-2) to help you keep track of your child’s development. Developmental screening is just as important as vision and hearing screenings. The earlier delays are identified, the earlier they can be addressed before they grow larger.

The questionnaire will be provided at least one time per year. **You will be asked to answer questions about what your child can and cannot do.** *This will include questions about your child’s communication, gross motor, fine motor, problem solving, personal-social skills, and interactions with adults and children.*

Developmental Screening Results:

- **Results show no concern:** If the questionnaire shows that your child is developing *without concerns*, we will provide some ideas about how to encourage your child’s development and provide the next questionnaire at the appropriate time.
- **Results showing concern:** If the questionnaire *shows some possible concerns*, you will be contacted about getting a more involved evaluation for your child.

ASQ screening results will be shared with:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS) to better support my child.
- My child care program who is required by law to track completed developmental screenings to help better support my child.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located because they review the screenings and help with next steps.

When completing your child’s profile, please answer the question: “Where does your child attend preschool?” by noting:

Your program’s licensed name

Please complete screening by	
	Date of return above

Please use the link below to complete the ASQ-3 and ASQ:SE-2 questionnaires for children 34 Months to 60 months:

Woodbridge School District Links:

English: https://www.asqonline.com/family/f900ff/chain_start

Spanish: https://www.asqonline.com/family/03c6ea/chain_start

Family Access Portal Master List

Children 0 up to 34 Months of Age

Birth to Three Early Intervention Program

English Link	Spanish Link
https://www.asqonline.com/family/c84b52/chain_start	https://www.asqonline.com/family/7dea9a/chain_start
Point of Contact:	Hope Sanson Email: Hope.Sanson@delaware.gov Phone: 302-257-3625

Children 34 - 60 Months of Age

School Districts

Appoquinimink School District	
English Link	Spanish Link
https://www.asqonline.com/family/60e6af/chain_start	https://www.asqonline.com/family/01f752/chain_start
Point of Contact:	Kim Tolliver Email: childfind@appo.k12.de.us Phone: 302-376-4404
Brandywine School District	
English Link	Spanish Link
https://www.asqonline.com/family/4e042b/chain_start	https://www.asqonline.com/family/b70f8b/chain_start
Point of Contact:	Mandy Ralston Email: childfind@bsd.k12.de.us Phone: 302-479-2600
Caesar Rodney School District	
English Link	Spanish Link
https://www.asqonline.com/family/77e922/chain_start	https://www.asqonline.com/family/9abad1/chain_start
Point of Contact:	Lauren Cusick Email: childfind@cr.k12.de.us Phone: 302-697-2173
Cape Henlopen School District	
English Link	Spanish Link
https://www.asqonline.com/family/db127d/chain_start	https://www.asqonline.com/family/a593ec/chain_start
Point of Contact:	Audrey Carey Susan Berry, & Linda Thomas Email: childfind@cape.k12.de.us Phone: 302-645-6686
Capital School District	
English Link	Spanish Link
https://www.asqonline.com/family/15f3cc/chain_start	https://www.asqonline.com/family/3a290c/chain_start
Point of Contact:	Judy Gillespie & Jill Harrington Email: childfind@capital.k12.de.us Phone: 302-857-4241

Christina School District	
English Link	Spanish Link
https://www.asqonline.com/family/9bec47/chain_start	https://www.asqonline.com/family/d73ba6/chain_start
Point of Contact:	Tamara Love & Stephanie Yerkes Email: childfind@christina.k12.de.us Phone: 302-454-2047 or 302-429-4175
Colonial School District	
English Link	Spanish Link
https://www.asqonline.com/family/87b4f3/chain_start	https://www.asqonline.com/family/85e5ac/chain_start
Point of Contact:	Jennifer Vikari & Marissa Pedicone Email: childfind@colonial.k12.de.us Phone: 302-429-4088
Delmar School District	
English Link	Spanish Link
https://www.asqonline.com/family/4e41d7/chain_start	https://www.asqonline.com/family/4238ef/chain_start
Point of Contact:	Nicole LaPearl & Christina Fishburn Email: childfind@delmar.k12.de.us Phone: (302) 846-9544
Indian River School District	
English Link	Spanish Link
https://www.asqonline.com/family/c8d8ee/chain_start	https://www.asqonline.com/family/690106/chain_start
Point of Contact:	Amy Andress & Maria Hazzard Email: childfind@irsd.k12.de.us Phone: 302-436-1070 ext 1163 302-732-1346
Lake Forest School District	
English Link	Spanish Link
https://www.asqonline.com/family/43b5a4/chain_start	https://www.asqonline.com/family/4e17bb/chain_start
Point of Contact:	Brandi Short & Tiffany Miller Email: childfind@lf.k12.de.us Phone: 302-284-9611 ext 123
Laurel School District	
English Link	Spanish Link
https://www.asqonline.com/family/fb9b0a/chain_start	https://www.asqonline.com/family/239eb1/chain_start
Point of Contact:	Kedra Deputy Email: childfind@laurel.k12.de.us Phone: 302-875-6105
Milford School District	
English Link	Spanish Link
https://www.asqonline.com/family/130fac/chain_start	https://www.asqonline.com/family/a2e958/chain_start
Point of Contact:	Amber Krajewski & Tina Wilkins Email: childfind@msd.k12.de.us Phone: 302-422-1650 ext. 217 or 302-424-5474

Red Clay Consolidated School District	
English Link	Spanish Link
https://www.asqonline.com/family/85334a/chain_start	https://www.asqonline.com/family/975798/chain_start
Point of Contact:	Jocelyn Tietze Email: childfind@redclay.k12.de.us Phone: 302-992-5574
Seaford School District	
English Link	Spanish Link
https://www.asqonline.com/family/9f1da1/chain_start	https://www.asqonline.com/family/a51f9b/chain_start
Point of Contact:	Sharon DeGirolamo & Julie Rementer Email: childfind@seaford.k12.de.us Phone: 302-629-4587 ext. 1635
Smyrna School District	
English Link	Spanish Link
https://www.asqonline.com/family/480053/chain_start	https://www.asqonline.com/family/ee9bbd/chain_start
Point of Contact:	Carissa Stevens & Andrea Beebe Email: childfind@smyrna.k12.de.us Phone: 302-659-6287
Woodbridge School District	
English Link	Spanish Link
https://www.asqonline.com/family/f900ff/chain_start	https://www.asqonline.com/family/03c6ea/chain_start
Point of Contact:	Anne Jones Email: childfind@wsd.k12.de.us Phone: 302-337-7990 or 302-337-7998



Parent Consent to Screen

Ages & Stages Questionnaires – ASQ-3/ASQ:SE-2

The first five years of life are critical for your child’s brain development and set the stage for success in school and later in life. It is important to keep track of your child’s development to help give them the best start during these early years. Ages & Stages Questionnaires®, Third Edition (ASQ®-3) and Ages and Stages Social Emotional Questionnaires (ASQ:SE-2) are free developmental and social emotional screenings offered in Delaware, and rely on YOU, the parent, as the experts. After you complete these questionnaires, they will be safely stored in an online profile created for your child. The screening information can help create a snapshot of your child’s skills to help you celebrate milestones and catch potential delays.

By giving my consent*, I understand that the following state and local organizations will have access to my child’s ASQ Child Profile to better support my child:

- The Delaware Department of Education (DDOE) and the Division of Public Health (DPH) within Delaware Health and Social Services (DHSS).
- My child care facility which is responsible for ensuring the completion of developmental screenings.
- The Birth to Three Early Intervention Program (B23) or my school district of residence and/or school district where my child care is located.

One or more of the above organizations will contact me with results and recommendations via email, US mail, or phone call.

Child Care Facility Name: _____

Child’s Name: _____ Date of Birth: ____/____/____

Parent/Guardian Name: _____

Parent/Guardian Address: _____

Parent/Guardian Email: _____

Parent/Guardian Phone: _____

Parent/Guardian Signature: _____ Date: ____/____/____

CHECK ONE: I have read the above information and...

_____ ***I have filled out*** printed ASQ questionnaires about my child’s development and returned the completed questionnaires for my child care facility to submit online for me.

_____ I agree to have ***my child’s educator complete*** the ASQ questionnaires online. Based on the results of the completed screening, I give permission to be contacted by the DDOE, Birth to Three Early Intervention Program or my school district of residence and/or school district where my child care is located at the information provided above.

_____ Screening my child is ***not required*** as they ***already have an Individualized Family Service Plan (IFSP) or Individualized Education Program (IEP).***

_____ I understand the purpose of developmental screening and ***I decline*** to have my child participate at this time.

* Parents/Guardians can withdraw their consent at any time.
* This form is valid for 364 days from the day the parent/guardian signs it.



Release of Information

Ages & Stages Questionnaires – ASQ-3/ASQ:SE-2

If you filled out an Ages and Stages Questionnaire (ASQ) for your child through a child care facility, school, or another organization that uses the Delaware Department of Education's (DDOE) ASQ Online Enterprise System, DDOE keeps that information protected.

By signing this form, you give permission for:*

- The Delaware Department of Education (DDOE) to share your child's ASQ results and related information with the child care facility or other organization listed on this form.
- Your child care facility or another organization you list to use this information to better support your child's development.

Child Information:

Child's Name: _____

Child's Date of Birth: _____

Requesting Child Care Facility/Organization Information:

Name: _____

Address: _____

Phone Number: _____

Email: _____

Parent/Guardian Information:

Name: _____

Signature: _____

Date: _____

*Parents/Guardians may withdraw their permission at any time.

*This form is valid for 364 days from the day the parent/guardian signs it.

Delaware Department of Education (DDOE)

Developmental Screening Process

Frequently Asked Questions:

How do I log into my accounts?

The website to log into your accounts is asqonline.com/login. Once you go to that website it will ask you for your username and password. Use the information provided to you in your welcome email from de.screens.k12.de.us to log into your DDOE ASQ Online Accounts. You will need to click “log out” to then log into your other account.

What is shared first, the invitation letter or consent form?

We recommend sharing the invitation letter first since there is embedded consent when a family completes the screening online and it may help you not have to “chase down” families that said on the paper consent they would do it and haven’t yet. The paper consent form is primarily used when the parents would like the teacher to complete the screening or if they are declining the screening completely. This would look like giving the invitation letter, then following up with the family within the month if you don’t see their screening in the system after 2 weeks from submission. This can look like asking if they have had an opportunity to do it yet and giving them friendly reminders. If they still haven’t done it, you could then ask if they would like assistance to complete the screening or if they would like the teacher to complete it on their behalf; this is the point where if they want the teacher to do it you would have a paper consent handy and have them check that option and sign the form at that time. Or they can decline the screening using the same form.

What do I do if I have children that live in different school district’s than where my child care is located?

For children over 34 months of age, you must use the portal for the district where your child care is physically located, regardless of the district the in which child and family reside.

For infants and toddlers up to 34 months of age, use the Birth to Three Early Intervention Program’s (B23) portal.

Why don’t I see updated children’s screenings in my account?

There are a variety of reasons that you may not see children’s updated screenings in your accounts:

- If the screening was submitted less than 2 weeks ago, it may still be in process
- If the parent did not note your child care or listed a child care, it wasn’t assigned to your program
- You have 2 accounts and may be looking in the wrong account depending on the child’s age (0-34 months in B23 account and over 34 months in your district account)
- The family used the wrong link and it’s been transferred which sometimes causes human error for assigning to the correct provider after reviewing and slows down the 2 week turnaround timeline

If you know the parent submitted the screening over 2 weeks ago, and you have checked both of your accounts and still don’t see the recent screening, send a list of children’s first name, last name, and date of birth to de.screens@doe.k12.de.us and we can research and report back the findings of where they are and next steps if needed.



Delaware Department of Education (DDOE) Developmental Screening Process Frequently Asked Questions:

Can a parent decline to complete the screening?

Yes, a parent has the right to decline completing the screening. To document this, use the consent form for them to decline. They can decline because they do not want the screening completed or if the child is already receiving services on an IEP or IFSP. You can offer to complete the screening on their behalf (with consent) but it is ultimately their right if they would like to not have their child screened.

If the parents have given permission for the teachers to do a child's ASQ, how does the teacher submit the screening?

If a teacher is completing the screening on behalf of the family, they use the same link that the family would. **DO NOT CHILD PROFILES OR ADD CHILD SCREENINGS TO CHILDRENS PROFILES.** When completing the screening on behalf of a family, make sure you keep the consent to send to the reviewer when asked for it. It is also recommended that the person completed the screening is a teacher that spends over 20 hours per week with the child.

When, why, and how will I be required to share paper consent form with reviewers?

You will be required to share the completed consent form via email in the following situations:

1. If the teacher completed the screening on behalf of the family
2. You input the results of screening where the parent complete a paper copy vs. electronically (NOT RECOMMENDED)

This requirement aligns with the requirement in [Title 14 §3004A](#) which requires parental consent when the teacher completes the screening on behalf of the family and protects the families rights for completing the screening.

All consents will be requested via email from the reviewing agency prior to reviewing the screening. These requests will be made to the email that your account was registered with in the DOE ASQ Online Enterprise System.

Should I require the screening be completed with application or prior to enrollment or registration?

No. The screening should be completed after the child is enrolled and has began attending your program. By requiring the screening be completed before the child has been accepted into your program, it causes issues with the workflow for reviewing agencies including duplication of effort for reviewing and families completing the screening in addition to confusion during licensing monitoring and documenting which child care that child attends vs. has applied to.

Delaware Department of Education (DDOE) Developmental Screening Process Frequently Asked Questions:

I am a new administrator at my child care and want access to my program's ASQ Account. Can you set me up?

Please note that we can have 1 person assigned to an account, so if there is already another administrator or point person at your child care program that has access, please meet with your team to discuss sharing ASQ Screening information internally.

If you are the new point of contact for the ASQ and have completed both orientation trainings, please submit a support request to request access to your child care's account(s) here:

https://education.delaware.gov/families/birth-age-5/early_resources/asq-support-request/

How will I be monitored by Office of Child Care Licensing when it is time to renew my license?

- July 1, 2023- June 30, 2024 is a "Hold Harmless" Year. The focus is on getting your accounts set up within the ASQ Online Enterprise System
- Beginning July 1, 2024 OCCL will begin monitoring of required child developmental screenings in partnership with the Delaware Department of Education. The specific monitoring protocol is being developed and will be communicated once finished.

Be proactive when planning for Licensing. To assure you have access to your screenings, work with Birth to Three Early Intervention Program and your school district to meet the regulation. **Planning to complete screening at least 3 months prior to re-application is advised** **DO NOT WAIT until OCCL is re-licensing your program to check your list. We cannot guarantee responses at the 12th hour.**



Developmental Screening in Child Care Programs: What Families Need to Know Fact Sheet

Developmental Screening Requirement

Starting on July 1, 2023, by state law child cares will need to give families with children ages birth to five (not yet in kindergarten) the state accepted developmental and social emotional screening tools*.

The screenings help:

- Find children who may need further testing for services and/or community resources at home and in the classroom.
- Support daily routines, activities, and learning at home and in the classroom.

***If your child already has an Individualized Family Service Plan through the Birth to Three Early Intervention Program (Child Watch) or an Individualized Education Program (IEP) through your local school district, screening is not required.**

What does this mean?

Your child care will give you two screening tools:

- Ages and Stages Questionnaire (ASQ-3)
- Ages and Stages Questionnaire-Social and Emotional (ASQ:SE-2)

What are the tools?

The ASQ-3 and ASQ:SE-2 are surveys that use your knowledge of how your child plays, communicates, socializes with others, and uses their physical skills. Your answers to the questionnaires give you and your child care information about your child's growth, support daily routines, activities, and learning in their classroom and at home.

What does this mean for me?

You know your child the best!

You will be asked to complete *both* the ASQ-3 and the ASQ:SE-2 **each year**.

- Your child care will give you a website link to access the questionnaires online.

- You can contact your child care if you need more help finding and/or completing the screenings.
- By completing the questionnaires, you will have a better understanding of your child's development and be given activities and community resources to support your child's growth.

Can my child's teacher do the screening for me?

Research shows that parents know their children best and are good at sharing their child's skills.

As a last option, teachers can complete both screenings for your child if:

- The teacher completing the screening is with the child 20 hours per week or more.
- Written parent consent is given.

What do the results tell me?

- If children are meeting developmental milestones on time.
- If there are some concerns that you and child care teacher should watch for.
- If further testing would help support your child's growth. *If the results show that further testing is recommended, there will be a direct contact for you to follow up with and schedule those.*

How do I get the results?

Results will be emailed to the email you entered when completing the screenings within 2 weeks of completion.

***If you have any worries about your child's development and would like to make a for further testing, you have the right to do so at any time. An ASQ is not needed to be completed before you make any referral.**

What's next?

IMPORTANT: Children with an IFSP or IEP do not need to do this.

Developmental Screening in Child Care Programs: What Families Need to Know Fact Sheet

If your child does not currently have an IFSP or IEP:

- You will get a letter from your child care center that explains the ASQ-3 and ASQ:SE-2 in more detail.
- This letter will also include a link to complete both screeners online.
 - When you begin filling out the screeners, make sure that your child's child care center name is entered in correctly when it asks for that.
 - If you need help, your child care provider can help you to fill out the questionnaires.

To successfully complete your screenings:

- Give yourself enough of time to complete the screenings.
 - At least 20-30 minutes will be needed to complete both.
- Do them with your child in case they need to show you they can do something.
- Make it fun! These are based on playing with your child. This one-on-one time is a great way to connect with your child.

Available resources for families:

1. Watch the I Am the Expert on My Child video to learn more about why screening is important here: <https://tinyurl.com/mr2ssh7u>
2. Check out the materials list here: <https://tinyurl.com/27xpha4e> to help you do the screenings.
3. Read the family quick guide here: <https://tinyurl.com/3cp6ru5f> to support you!
4. Watch First Lady Tracey Quillen Carney share an important message for families and providers about Developmental Screening in the First State here: <https://tinyurl.com/bdenfpxz>

For more information on screening from the Delaware Department of Education, visit our website at: https://education.delaware.gov/families/birth-age-5/early_resources/screenings/

OR
scan our QR Code!





DEPARTMENT OF EDUCATION

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(302) 739-4654 - fax

September 5, 2023

MEMORANDUM

TO: All licensed child care providers

FROM: Delaware Department of Education

SUBJECT: Teacher Completed Ages and Stages Screenings: Record of Consent Requirements from Birth to Three Early Intervention Program and School Districts Beginning 7/1/23

In accordance with Title 14 Section 30A, verification that written consent was provided by the parent for the teacher to complete the screening *must occur* prior to reviewing and processing the screening.

This is applicable when:

1. A teacher completes the screening on behalf of the family, **NOT** when the family completes the screening directly online.
2. A paper copy is completed by the family and then submitted online through the family access portal link **(NOT RECOMMENDED)**.

Failure to provide written consent will result in the screening not being reviewed or assigned to your program to verify completion of the screening. **Reviewers at Birth to Three and Districts began requesting paper consent forms for teacher completed screenings on 7/1/23 and will reach out to your program via email using the email address you registered your program with on the Delaware Department of Education (DDOE) ASQ Online Enterprise Account to request copies of the signed consent forms.**

Please continue to work with families to complete the ASQ Online screenings as electronic consent is embedded and an extra consent form is NOT required. For more information, please refer to the ASQ Provider Manual found here. If you have any questions, please contact the developmental screening technical assistant at de.screens@doe.k12.de.us.

Thank you for all you do to support the children and families you serve.