



New York City Early Intervention Program
Screening Summary Form

Child's Name: _____ Date of Screening: _____

EI#: _____ Date of Birth: _____

SIGNATURE OF PERSON COMPLETING SUMMARY:

I certify that the summary of the screening is based upon my interview with the above-named child's parent/surrogate parent (or other guardian if there is no available parent) and my assessment of their area(s) of concern (if any). I further certify that, to the best of my knowledge, I employed age-appropriate instruments, clinical observations and informed clinical opinion.

Signature _____ Date _____

Print name, title and license number

Summary of Screening

- I. Name, title and discipline of the person performing the screening
- II. Description of the assessment process and conditions
- III. Screening instrument that was used and an explanation of this measure or score
- IV. The child's responses and the family's belief about whether the responses were optimal
- V. How informed clinical opinion was used in assessing whether the child passed or failed the screening
- VI. A clear statement of the child's screening results and next steps

If a bilingual screening is conducted, this summary should also be provided in the parent's dominant or preferred language or other mode of communication of the parent, if feasible.



**New York City Early Intervention Program
Screening Summary Form
Instructions for Completion**

The person writing the summary must sign and date the attestation, printing his/her name, title and license number (if appropriate) below the signature.

Note: The person completing the summary must be the person who conducted the developmental screening.

- I. List the name, title, and discipline of the individual involved in the screening of the child
- II. Description of the assessment process and conditions
 - a. How was it determined that the child should have a general developmental screening (such as with a special instructor) or a screening with a domain-specific qualified personnel (such as a PT or SLP)?
 - i. What are the family's concerns about their child's development, if any?
 - b. How was it determined that a bilingual screening was indicated?
 - i. What is the native or dominant language of the child/family?
 - ii. What are the language(s) to which the child is exposed, if applicable?
 - iii. How was an interpreter used? (name and relationship to the family, if any)
 - c. Location of the screening - in-person or telehealth. If by telehealth, document the reason and the physical location of both the child and the evaluator.
- III. Screening instrument that was used and an explanation of this measure or score
 - a. Identify the instrument used and provide an explanation of the results obtained, including relevance to the child's level of functioning.
 - b. The instrument used must be from the NYS Department of Health preferred list of instruments and must be the most current version of the instrument.
- IV. The child's responses and the family's belief about whether the responses were optimal
- V. How informed clinical opinion was used in assessing whether the child passed or failed the screening
 - a. Describe any qualitative factors impacting the child's functioning during the screening.
- VI. A clear statement of the child's screening result