

### Evaluation Information for Parents

At Wolff Child Psychology, we strive to obtain a comprehensive picture of your child's strengths and challenges to guide our clinical results and recommendations. As a result, our evaluations involve multiple steps:

- Completion of intake paperwork including consent, HIPAA, and fee information forms, release of information forms to communicate with third parties (e.g., teachers, therapists), and a family history questionnaire – returned to our office manager prior to the first appointment.
- A review of previous evaluations and any relevant medical and educational records.
- The **testing appointments** when we directly assess your child's skills, with you present.
- The **parent appointment** (phone or in-office) when we complete an extensive parent interview. Usually this occurs at a later date; however, it could occur on the same day (e.g., if you came from out-of-town).
- Parent and teacher online behavior ratings of your child's day-to-day behavior.
- Phone conversation with your child's teacher (if applicable).
- The **final appointment** (i.e., feedback) to discuss the clinical results and recommendations. This appointment will typically be 2-3 weeks after the first appointment.
- A brief, written feedback summary with relevant referrals will be e-mailed to you.
- A comprehensive written report will be emailed to you within 2-3 weeks of feedback.
- Participation in a 1-hour school meeting to support your child's program.
- Brief follow-up contacts with your child's school, physicians, or therapists, as needed.

The **testing appointments** for your child's evaluation will involve direct testing of cognitive, academic, attention/executive, and social-emotional functioning. These sessions typically last 3-4 hours (with breaks as needed), and, in some cases, your child may be here for a full-day evaluation, consisting of a morning session, lunch break, and afternoon session. While we use standardized tests that follow specific administration procedures, we will be flexible where possible to support your child's ability to persevere through tasks. It can be uncomfortable for parents to observe their children struggling on tasks in session that they may more easily complete when supported by parents and other adults in the real-world. Rest assured we will also gather information about these real-world skills from you through interviews and questionnaires, since you know your child best. We have a variety of snacks and drinks available at the office. If your child has special dietary requirements, we ask you bring snack items that fit those requirements in case we do not have them.

The **online rating scales** will be emailed to you by our office. Some scales will be sent directly to you from the testing companies (e.g., Pearson). These emails can end up in spam folders, so please check if you do not receive them. If your child is in school, we also ask you provide us with a signed release for the school, along with the name and email address of the child's primary teacher. We will not be able to finalize the evaluation until all rating scales have been completed and the clinician has time to score and interpret them.

The **written evaluation report** will be emailed to you in an encrypted file. We request you read over the report carefully and let us know in a timely fashion about any inaccurate information from the history or typographical errors. We strive for clarity and accuracy but occasionally there are errors to correct in providing you a document that you can use over time in advocating for your child's needs.

We realize the evaluation process requires a substantial investment on the part of families. We have found this comprehensive process can be highly valuable in understanding your child's strengths and weaknesses and providing recommendations for appropriate interventions and supports. We look forward to working with you!