

# Checklist for Initial Evaluation AUTISM SPECTRUM DISORDER (ASD)

Student's Name: \_\_\_\_\_

Referral Date: \_\_\_\_\_

The following items are required by ODE to determine eligibility and receive Regional Autism Services.	Who Is Responsible ?	Date Rec'd
1. Conduct an evaluation planning meeting to obtain signed consent for autism evaluation and signed releases of information for appropriate agencies.		
2. If subcontracting district, follow internal procedures. If not, send signed consent and a Request for Regional Services form to Columbia Regional Program.		
3. A developmental profile (or update) describing the child's historical and current characteristics associated with an (ASD). <b>(parent interview, file review, teacher information)</b>		
4. At least three observations of the child's behavior in multiple environments, on at least 2 different days. <b>(behavioral observations)</b> 4a. <b>Direct interaction</b> with the child/student		
5. An assessment of communication to address the communication characteristics of ASD (which includes but is not limited to measures of language, semantics & pragmatics). <b>(Functional Communication)</b>		
6. <b>A medical or health assessment statement indicating whether there are any physical or sensory factors that may be affecting the child/student's educational performance.***</b>		
7. An assessment using appropriate behavior rating tool or alternative assessment instrument that identifies characteristics associated with ASD. <b>(ex: The Childhood Autism Rating Scale-2 ST)</b>		
8. Assessments (determined at the evaluation planning meeting) to determine the impact of the suspected disability.		
9. Additional evaluations or assessments (determined at the evaluation planning meeting) that are necessary to identify the child/student's educational needs.		
10. Ensure all components are/will be completed by due date, set up evaluation results meeting, BRING ALL NEEDED FORMS: eligibility statement, prior notice of action, procedural safeguards (parent rights), medical statement		
11. If subcontracting district, follow internal procedure. If not submit Eligibility Statement to Columbia Regional (with Request for Services if not submitted previously)		