

# Linn Benton Lincoln Early Learning Hub

## ASQ Subcommittee Work Group Meeting Minutes

<b>COMMENCED</b>	12:00pm, April 14, 2015 Old Mill Center, Corvallis
<b>MEETING CALLED BY</b>	Lynn Hall
<b>WORK GROUP MEMBERS PRESENT</b>	Bettina Schempf, Debbie McPheeters, Lynn Hall, Cindy Bond, Chrystee Houser, Kristi May, LeAnne Trask, KaiKia Moua (remotely), Shelley Paeth (remotely), Julia Young-Lorion (remotely), Terry Persson (remotely)
<b>VERSION</b>	Final

### Agenda topics

<b>DISCUSSION ITEM</b>	Review of Subcommittee Purpose
	First step: inventory of providers who are doing ASQs and the number of children ages birth-3 being served
	Work Plan tasks us with increasing the number of children served by 50%
	The ideal situation would be for each child to have at least one ASQ before the age of 3
	We would like to create a survey for non-medical providers with some basic ASQ questions:
	Which programs use the ASQ? How often? Are the ASQs reviewed with the parents? Are referrals provided to ESD? Are parents encouraged to take the ASQ to their provider?
	CCR&Rs could help us reach the providers with a similar survey
	DHS should also receive a survey – they are required to give all children ages 0-3 on their rolls a screening
	ESD currently gets a hard copy of the ASQ, which is regularly given to ESD by DHS
	Who is currently able to do ASQs and send them electronically?
	There is a fee for filing ASQs electronically
	Lincoln County uses paper copies, but also scans and saves an electronic page for the child's chart
	The versions we are surveying for are the ASQ3 and the ASQ-SE
	We need a time parameter around the number screened: "per year"
	Maybe, "number of children screened per year" would be more accurate?
	Kidco keeps copies of all ASQs in their files – must do an ASQ within the first 45 days of contact
	Is Survey Monkey a good instrument for conducting the ASQ Survey? It's good because everyone knows how to use it, it's quick to create, and it will create reports for us when we have all of our responses
	Inventory of non-medical providers: anything else that we should discuss?
	Do we need to ask who is administering the ASQ?
	Are providers are making referrals?
	Do child care providers know that the ESD exists?
	Do they know what "EL" even stands for? (Early Intervention)
	Ask what curriculum are they using?
	The question "How sent?" How sent to who? Maybe "Are you sending them to the physician?" "Do you encourage families to take the ASQ to their provider?" How sent is kind of irrelevant
	Was the ASQ conducted electronically or by paper? This is an important question that we need to keep

It would be awesome if the State was tracking ASQs the way that they track immunizations, but it will probably not happen for several more years		
We're trying to figure out which medical providers are creating ASQs, so maybe create a survey to see who is doing this?		
Pediatrician in Lincoln County told Shelley that he wasn't doing them at all – do they need training? We have money for training		
Survey questions for the medical providers: How many children ages 0-3 do you serve? As of (a specific date) how many unduplicated clients ages 0-3 do you serve? How many of those patients have a developmental screening? Which screening are you using? Have you received training in the past 2 years in developmental screening? If you're not using the ASQ, would you like to have training in it? Have you received an ASQ that was created outside your office? Would you like to receive ASQs from medical and non-medical providers from outside of your office? Do you prefer electronic or paper? Are you aware that you can bill for reviewing an ASQ? Do you make referrals to ESD based on the ASQ? What interpretation information do you give the parents after the screening? Some providers do ASQs every three month. Would you like to receive them that frequently? Do you want to see abnormal ASQs? Would you be willing to participate in additional surveys?		
We should include an introductory letter that explains why we are asking for this data, and what we are going to do with it. We should also include that we will share our results, and that this survey is being done in collaboration with the CCO. If they have questions, give them a name and number of someone to contact from the Hub, for each county		
After providers complete the survey, we should hold a provider luncheon and share what we've learned. This will build relationships with them		
Group members need to review the list of providers that the CCO provided and make sure that no one is missing		
Work on a cover letter – a draft that is engaging and inviting		
ASQ-3 is the newest ASQ for developmental screening. ASQ-SE is for social and emotional screening. We need to be asking about both. If we can only get one, ASQ-3 is preferred. Completing both is better		
It's about empowering parents to take care of it themselves vs us doing it for them		
Doctors may want to review the ASQ before an appointment with the child so that they are prepared and can have a conversation with the parents		
We would need the parent's permission to send the ASQ electronically to the doctor, and then put a paper copy in their hand to take to the doctor's appointment.		
Add to the non-medical provider survey: Have you had ASQ training in the last two years?		
Should we do a survey with parents to see what works for them? Maybe we could use the HB+HC parent leader group to answer this parent survey		
Both surveys need to have questions about training: how to complete an ASQ and what to do with the results		
<b>CONCLUSIONS</b>		
Next meeting should be a focus on survey results		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Create a spreadsheet of the provider lists, and try to get an email address for all of them – have to have an email address if we're going to create a Survey Monkey	LeAnne Trask	ASAP
Add Terry Persson to Basecamp	Lynn Hall	ASAP
Group members to review provider list and let LeAnne know if they see anyone who is missing – pediatricians and general practitioners	Group Members	ASAP
Create an introductory letter for surveys and post on Basecamp for review	Hub Staff	ASAP
Create Survey Monkey for Non-Medical providers this week and post on Basecamp for review	Hub Staff	ASAP
Create Survey Money for Medical providers beginning of next	Hub Staff	ASAP

week, also posted on Basecamp for review		
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<b>DISCUSSION ITEM</b>	Combining Work Group Meetings
Partners having trouble keeping up with all the meetings	
Suggestion has been made to hold some meetings (subcommittees?) back-to-back so that only one trip is needed to attend one meeting	
<b>CONCLUSIONS</b>	
Will come back to this topic	

<b>NEXT MEETING</b>	May 13, 2015 – tentatively, 12-2:00pm
Combined with FRM subcommittee meeting	
<b>MEETING ADJOURNED</b>	1:35pm