DEPARTMENT OF HEALTH

Follow Along Program Manual

CHILDREN AND YOUTH WITH SPECIAL HEALTH NEEDS

07/01/2026

Children and Youth with Special Health Needs

The Minnesota Department of Health's (MDH) Children and Youth with Special Health Needs (CYSHN) section works to champion the health and well-being of people living in Minnesota with special health needs and disabilities from the earliest stages of life through transition to adulthood. The CYSHN activities in Minnesota include education, follow-up, community partnerships, public policy, and surveillance to enhance positive outcomes for children and families served.

Our vision is a Minnesota where all children and youth with special health needs and disabilities can live a life of dignity, opportunity, joy, and belonging.

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Follow Along Program

Purpose

The CYSHN section and local public health (LPH) departments across Minnesota partner to:

- Promote healthy development for children who have or are at risk for special health needs or disabilities.
- Provide developmental and social-emotional screening for children who have or are at risk for special health needs or disabilities.
- Connect families to appropriate services when a developmental or social-emotional concern is identified.

Scope

Follow Along Program is part of a system of childhood screening programs, providing a parent-led, electronic option for screening children from birth to kindergarten entrance who have or are at risk for special health needs or disabilities. LPH should consider whether the child would be effectively served by developmental and social-emotional screening or better served by another resource, such as a direct referral to Help Me Grow. Families should be able to access Follow Along Program independently of other public health programs, but there may be overlap for some families.

Follow Along Program may be a good fit for infants and children living in Minnesota who:

- Were referred to early intervention (EI) or early childhood special education (ECSE) but found to be ineligible at the time of assessment.
- Are referred to LPH for birth defects, hearing loss, or newborn screening conditions.
- Are identified by high-risk birth certificates.
- Have elevated blood lead levels.
- Are enrolled in Women Infants and Children (WIC) or another public health program that is based on income, risk, or both.
- May not be receiving routine and timely developmental screening (e.g. families recently moved to Minnesota, families with limited access to primary care).

Statutory language

In 2023, the Minnesota legislature passed MN Statutes §145.9575 as part of the Healthy Beginnings, Healthy Families Act. This legislation appropriated funding to MDH with specific direction to implement electronic developmental and social-emotional screening from birth to kindergarten entrance and to assure key elements of the program are implemented across Minnesota.

Ages and Stages Questionnaires®

The Follow Along Program uses Ages and Stages Questionnaires® (ASQ®s) for developmental and social-emotional screening. Families may choose to participate electronically through the ASQ® Family Access page or with paper screens.

Referrals

Referrals to Follow Along Program may come from a variety of sources such as LPH, health care providers, educators, community organizations, or families themselves. To participate, a caregiver will submit their child's information electronically through their county's ASQ® Family Access page or request a paper screen through their local public health department. There is no required enrollment period prior to screening.

Tennessen warning

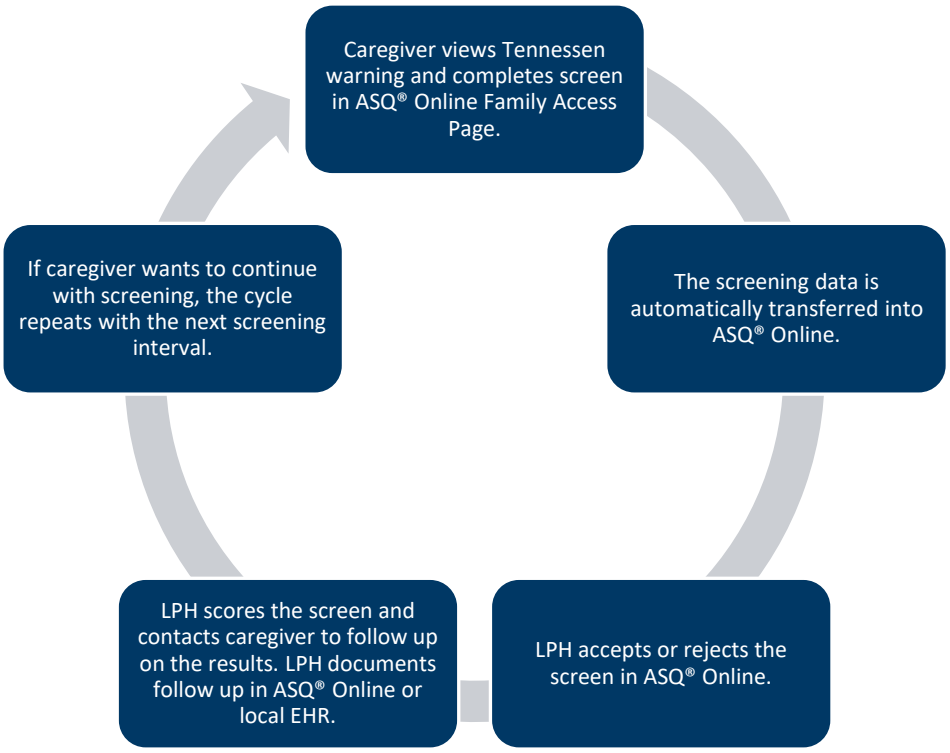
MDH requires local public health to provide caregivers with the Follow Along Program Tennessen warning prior to entering any child or caregiver data into ASQ® Online. The Tennessen warning is displayed on the ASQ® Family Access page. All paper screens manually entered in ASQ® Online must have been accompanied by the Tennessen warning. The Tennessen warning does not require a signature from the caregiver.

LPH must follow their county policies for collecting, storing, and sharing client information.

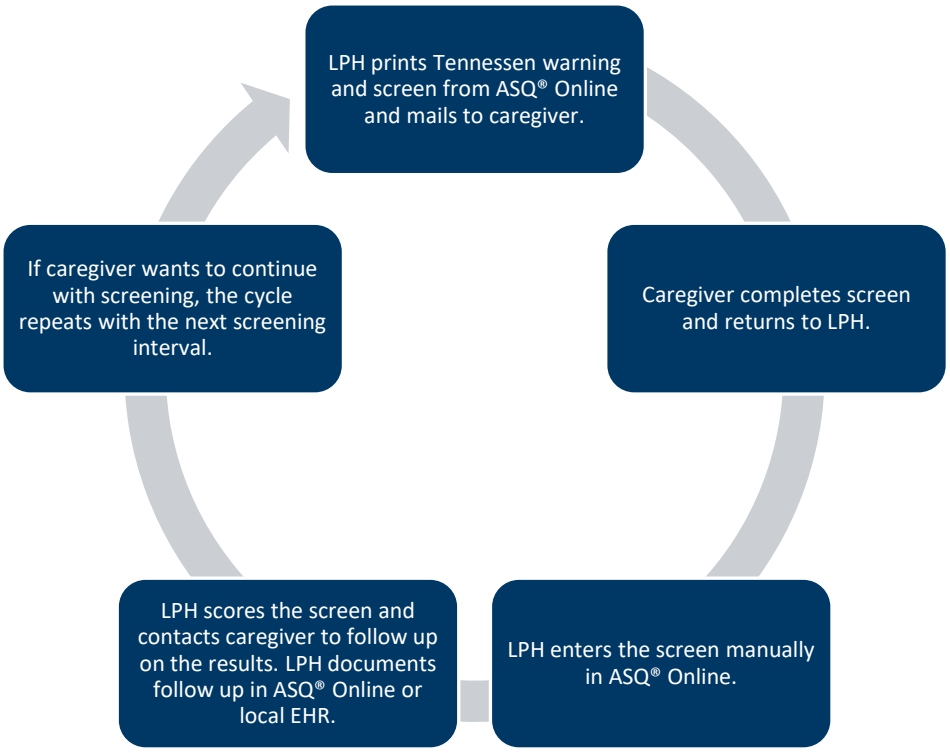
ASQ® Online

MDH holds an ASQ® Online enterprise subscription and provides each local agency with a "program" under the subscription. Screening data, child and caregiver demographics, and screening reminders are managed by LPH in ASQ® Online. Follow-up on screening results may be managed in ASQ® Online or an agency's local data system. MDH is developing the specific reporting requirements for follow-up after January 1, 2027. Paper copies of ASQs® are available to print directly from ASQ® Online.

Electronic screening process



Paper screening process



LPH roles

LPH staff who need program administrator access to ASQ® Online should contact health.cyshn@state.mn.us. LPH staff who need provider access to ASQ® Online should contact their program administrator or health.cyshn@state.mn.us. LPH agencies must work internally to ensure all aspects of the program are implemented, though some roles may overlap between "program administrator" and "provider." For example, some agencies may choose to have the program administrator send anticipatory guidance documents while other agencies may leave this task to the provider assigned to the child.

Program administrator

Training and instruction materials for program administrators are available in Appendix A.

- Accepts children and caregivers into the program.
- Tracks children who are due for screening.
- Sends and receives screens.
- Enters paper screen results.
- Assigns child profiles to providers for follow-up.
- Has access to all the child profiles in the program.
- May also be a provider in ASQ Online.
- May assist caregiver to complete screening as needed.
- May provide anticipatory guidance to family about the child's development and social-emotional learning.
- Creates, maintains, and deactivates provider accounts.

Provider

Training and instruction materials for providers are available in Appendix B.

- Scores and monitors the screens for child profiles assigned to them.
- Follows-up with the caregiver about the results of the screen.
- Provides anticipatory guidance to family about the child's development and social-emotional learning.
- Has access to only the child profiles assigned to them by the program administrator.
- Does not accept or reject screens.
- May assist caregiver to complete screening as needed.

Recommendations for screening and follow-up

Make at least three attempts to follow-up with the caregiver about the ASQ® screening results. Make the first attempt to follow-up within one week of receiving the ASQ® screening. Discuss the results of the screening over the phone or in-person whenever possible.

All ASQ® screens

- Discuss the results of screening and any identified concerns.
- Make referrals as needed using professional judgement and with caregiver permission.
- Provide anticipatory guidance such as ASQ® intervention activities.
- Within LPH capacity, provide a copy of the screen to the caregiver and encourage them to share it with child's health care provider.

ASQ®-3 screens

Score is in "On-schedule" area

- Rescreen every 4-6 months, up to 24 months, and every 6 months after 24 months.

Score is in "Monitor" area

- Rescreen in 1-2 months in areas of concern.

Score is in "Referral" area

- Refer to EI (birth-3) or ECSE (3-5) for further assessment via Help Me Grow.
- Refer to child's health care provider for an appointment.
- Rescreen in 1-2 months in areas of concern if no referral was made or the child was not eligible for services.

ASQ®:SE-2 screens

Score is in "On-schedule" area

- Rescreen in 6 months, up to 36 months, and every 12 months after 36 months.

Score is in "Monitor" area

- Rescreen within 2-6 months if you suspect external factors (i.e., time, setting, development, health, culture, family) may change the score.
- Consider asking a second caregiver to complete the ASQ®:SE-2 screening.

- Consider screening with ASQ®-3 if not recently completed.

Score is in "Referral" area

- Refer to an early childhood mental health provider for evaluation.
- Refer to EI (birth-3) or ECSE (3-5) for further assessment via Help Me Grow.
- Refer to child's health care provider for an appointment.
- Rescreen in 2 months if no referral was made, or the child was not eligible for services.
- Consider asking a second caregiver to complete the ASQ®:SE-2 screening.
- Consider screening with ASQ®-3 if not recently completed.

Unreturned screens

Caregivers may not return screens for a variety of reasons. Examples include:

- The child meets expectations of the questionnaire and the caregiver has no concerns.
- The caregiver is using questionnaires to learn about typical development.
- The caregiver has identified concerns but is not ready to proceed.

MDH does not require LPH to continue to send screening reminders to caregivers who are not returning the screens beyond one year. When ASQ® screens are not returned for one year, LPH may stop reminding families to screen and archive the child profile in ASQ® Online.

Invoicing

Semi-annual data reports are due every 6 months. Data for quarters 1 and 2 are due annually on July 31. Data for quarters 3 and 4 are due annually on January 31. Invoices for quarters 1 and 2 are due each year on August 20. Invoices for quarters 3 and 4 are due each year on February 20. Semi-annual data reports must be received prior to the invoice being paid. Reminders to submit data reports and invoices are sent via the CYSHN LPH newsletter.

References

ASQ Age Administration (https://agesandstages.com/asq-age-administration)

Children and Youth with Special Health Needs (CYSHN) (www.health.state.mn.us/cyshn)

Early Childhood Mental Health Grants (https://mn.gov/dhs/assets/DHS-5448D-ENG-1-26-ecmh-grantee-map_tcm1053-595740.pdf)

Follow Along Program (www.health.state.mn.us/mnfap)

Follow Along Program Tennessen warning (https://www.health.state.mn.us/people/childrenyouth/cyshn/cyshntennessen.pdf)

Local Public Health Partner Resources (www.health.state.mn.us/people/childrenyouth/cyshn/partnerresources.html)

Minnesota Statutes §145.9575 (https://www.revisor.mn.gov/statutes/2023/cite/145.9575)

Refer a Child - Help Me Grow MN (https://helpmegrowmn.org/HMG/Refer/index.html)

Appendix A. ASQ® Online program administrator training materials

Quick guide

Logging in to ASQ® Online

Open a web browser and go to ASQ® Online (www.asqonline.com). Log in with username and password.

Set your alert preferences

Click the “My Profile” tab in the horizontal navigation menu. Click the “My Alerts” quick link on the left side. Adjust alerts to preferences. Click “Save Changes” at the bottom of the page.

MDH recommends Program Administrators turn on a daily email alert if new screens have been submitted via Family Access that must be accepted or rejected.

If you need help, reference the ASQ® Online for Program Administrators – My Alerts instructions.

Set your screening preferences

Click the “Program” tab in the horizontal navigation menu. Click the “Screening Preferences” quick link on the left side. MDH has set baseline screening interval tasks. Adjust the automatic screening tasks to preferences. Click “Save” at the bottom of the page.

If you need help, reference the How to create screening preferences video and the Screening Preference – Setting Automatic Screening Tasks Based on Child's Recommended Interval instructions.

View child profiles

Click on the “Child Profiles” tab in the horizontal navigation menu. Click on a child’s name to view the child profile.

If you need help, reference the Managing Child Profiles – Viewing the Child Profiles List and Managing Child Profiles – Viewing & Editing Child Profile Details instructions.

Add new child and caregiver profile

Click on the "Child Profiles" tab in the horizontal navigation menu. Click "Add Child Profile" quick link on the left side. Enter required fields and click save.

From the child's profile, click "Add New Caregiver" quick link on the left side. Enter required fields and click save.

If you need help, reference the How to Add a Child and Caregiver Profile video and the Managing Child Profiles – Adding a Child Profile and the Managing Child Profiles – Caregivers instructions.

Add or view a child profile note

Click on a child profile. Click on the "Add Note" quick link on the left side. Write the note for the child and click "Save". To see the note, open the child profile again and scroll down to the "Child Profile Notes" section.

If you need help, reference the Managing Child Profiles – Adding & Viewing Child Profile Notes instructions.

Assign a child to a provider

MDH requires all child profiles to be assigned to a provider.

Click on the child profile. Click the "Add Provider/Reviewer" quick link on the left side. Select the checkbox next to the provider's name and click "Add."

If there are many child profiles to assign, click on "Program" tab in the blue horizontal navigation menu. Click "Search Program Users" quick link on the left side. Click on the provider's name. Click "Assign Children to Provider" quick link on the left side. From the Available Child List, click the check box next to the names of the children to assign and click "Add."

If you need help, reference the How to assign a child to a provider video and the Managing Child Profiles – Child's Providers & Reviewers instructions.

Accept or reject Family Access screens

Click on the "Family Access" tab in the horizontal navigation menu. Click on the "There are # family access screenings to approve (or reject)" hyperlink. For each child, determine whether to:

- Accept the screen and attach it to an existing child profile.
- Accept the screen as a new child profile and assign it to a provider.
- Accept as a new child profile without assigning a provider.

- Reject a screen entirely. If the child does not live in Minnesota, the screen should be rejected.
- Reject a screen entirely and notify caregiver via email (this option is only available if the family provided an email address when they submitted their screen). If the child does not live in Minnesota, the screen should be rejected.

If you need help, reference the "How to accept incoming Family Access screenings" video and the "Family Access – Accepting/Rejecting Screenings Submitted via Family Access" instructions.

Enter paper screens manually

Click on the child profile. Click the "Add Screening" quick link on the left side. Fill in the required fields. The data can be entered either through the long form (has the entire list of questions) or the short form (allows for quicker data entry). Click "Save." Enter the responses that the caregiver selected on the paper questionnaire including any free text where applicable. Click "Save in Progress". Click "Finalize".

If you need help, reference the How to Enter Questionnaire Responses (ASQ®-3) and the How to Enter Questionnaire Responses (ASQ® SE-2) videos and the Child Screenings – Adding a Screening instructions.

Create a follow-up task for the provider

The program administrator can choose to alert providers about new screens to follow-up on using tasks. Discuss with program staff how to notify providers about new screens.

Click on the "Screening Management" tab in the blue horizontal navigation menu. Click on the "Add Task" quick link on the left side. Fill in the required fields. Change the program user to the provider who will complete the task. Click "Save."

If you need help, reference the How to create follow-up tasks video and the Screening Management – Tasks instructions.

View and print completed screenings in ASQ® Online

Click on the child profile. Scroll down to the "Child Screenings" section and click on the name of a screening in the "Questionnaire" column. To print, click "Print Information Summary," "Print Questionnaire, or "Print Summary and Questionnaire" quick link on the left side.

OR

Click on the “Screening Management” tab in the horizontal navigation menu. In the “Screening section, click the “View All” tab. Select the questionnaire to view or print multiple summaries by selecting the check boxes of the screenings summaries and clicking “Print Summaries.”

If you need help, reference the How to access the finalized screening and How to print the information summary sheet videos and the Managing Child Profiles – Child Profile Screenings instructions.

Track status of screening tasks

Click on the “Screening Management” tab in the blue horizontal navigation menu. There are four quick links on the left side to help manage screening reminders.

- Schedule Screening – Manually enter a task as a reminder a child is due for screening. These screening tasks can be automated for convenience (see Set Your Screening Preferences section).
- Screenings Due – Refers to screening tasks that have been scheduled but the Family Access link or the packer have not yet been sent to the caregiver for completion. The number next to the “Screenings Due” quick link indicates how many screening tasks are due.
- Screenings Out – Refers to the screening tasks in which materials have been sent to the caregiver for completion but have not yet been returned. The number next to the “Screenings Out” quick link indicates how many screenings have been sent to caregivers but haven’t yet been returned.
- Screening Tasks Completed – Refers to screening tasks that were created, sent out, received, and entered into ASQ® Online. Once the screening has been entered into ASQ® Online, the system will automatically complete the associated screening task.

If you need help, reference the video and the Screening Management – Screenings instructions.

Send the Family Access link for children who have screenings due (electronic screening)

Click on the “Family Access” tab in the horizontal navigation menu. Click the “Send” action to the right of the Family Access landing page URL. If the caregiver has an email on file, the options are to email or print the screening invitation. If the caregiver does not have an email on file, the only option is to print the screening invitation. This page will display all the upcoming screens due until the child ages out of the program. Send out the screen for children who are currently due.

Click on the “Screening Management” tab in the blue horizontal navigation menu. Click on the “Screenings Out” quick link on the left side. The screens sent out will appear.

If you need help, reference the How to send out the Family Access link video and the Family Access – The Invitation Letter with URL and Family Access – Child List instructions.

Send the screening packet for children who have screenings due (paper screening)

Click on the "Screening Management" tab in the horizontal navigation menu. Click on the "View/Print Packets" quick link on the left side. Find the appropriate "Invitation to screen" packet to be sent and click "Generate" under the "Actions" column. Find the child and questionnaire interval the packet is for and click "Add." Multiple packets for multiple children can be added. Expand the "Print Packet" bar by clicking the arrow. Click "Print Packet." Download the packets to print them.

Click on the "Screening Management" tab in the horizontal navigation menu. Click on the "Screenings Out" quick link on the left side. The screens for the packets printed will appear.

MDH requires all paper screens to include a paper copy of the Tennessen warning. The Tennessen warning has been added to all of the "Invitation to screen" packets for you.

If you need help, reference the Screening Management – Packets and Screening Management – Documents instructions.

Print intervention activities

Click on the "Screening Management" tab in the horizontal navigation menu. Click on the "View/Print Documents" quick link on the left side. Find "Intervention Activities" and click "Download." Click on the appropriate interval to download and to print the PDF.

OR

Click on the "Screening Management" tab in the horizontal navigation menu. Click on the "View/Print Packets" quick link on the left side. Find "Intervention Activities Packet" for and click "Generate." Click on the "Child Profiles" tab. Find the child's name and click "Add". Multiple packets for multiple children can be added. Expand the "Print Packet" bar by clicking the arrow. Click "Print Packet." Download the packets to print them.

If you need help, reference the How to Print Learning Activities video and the Screening Management – Documents instructions.

Merge child profiles

Each child should only have one child profile. When merging two profiles, the child profile being merged into will have their data remain. Click the child profile that you want to be overwritten. Click the "Merge" tab. Select the button on the left of the child profile you wish to merge. Click "Merge Child Profiles" at the bottom of the page.

If you need help, reference the Managing Child Profiles – Merging Child Profiles instructions.

Archive a child profile

Archiving a child profile keeps the child's data available in the archive, but removes them from the program's child list. Archive a child profile when a child has aged out of the program or a child is no longer participating in the program.

Deleting a child profile completely removes the child data from ASQ® Online. Generally, LPH should not delete child profiles. Exceptions include child data entered in error or contain fake/test data.

If you need help, reference the Managing Child Profiles – Archiving or Deleting a Child Profile instructions.

Copying and pasting the Family Access URL

Click on the "Family Access" tab in the horizontal navigation menu. Highlight the URL. Right click on the URL and click "Copy." Right click where the URL should be displayed and click "Paste."

If you need help, reference the Family Access – Copying & Pasting the Family Access URL instructions.

Training materials library

Videos

- Program administrator getting started tutorial (https://help.asqonline.com/Tutorial_2.htm) (15 m 27 s)
- How to complete a questionnaire using Family Access (https://app.screencast.com/F60qH5oJOpLGc/e) (5 m 4 s)
- How to create screening preferences (https://app.screencast.com/lCWtMskUqy0ie) (6 m 11 s)
- How to add a child and caregiver profile (https://app.screencast.com/MV1SnsyU4FLs6/e) (3 m 20 s)
- How to assign a child to a provider (https://app.screencast.com/fQPWaQ1nH4UzD) (3 m 40 s)
- How to accept incoming Family Access screenings (https://app.screencast.com/VmQofoI0YvaM4) (3 m 23 s)

- How to enter questionnaire responses (ASQ®-3) (https://app.screencast.com/NNPgsklxL3p2I/e) (5 m 5 s)
- How to enter questionnaire responses (ASQ® SE-2) (https://app.screencast.com/O184e4Nb6jak8/e) (5 m 3 s)
- How to create follow-up tasks (https://app.screencast.com/23ihlQXdDQo0Y) (6 m 2 s)
- How to access the finalized screening (https://app.screencast.com/Po39QGDtq5Aa0) (2 m 9 s)
- How to print the information summary sheet (https://app.screencast.com/8EPdeomnyfZvw) (2 m 25 s)
- How to send out the Family Access link (https://app.screencast.com/zTdDUUvMBOY2k) (2 m 13 s)
- How to create packets (https://app.screencast.com/rnTDX6U49TIGy/e) (4 m 47 s)
- How to Print Learning Activities (https://app.screencast.com/pbrj6SMzekErD/e) (4 m 55 s)

Instructions referenced

- ASQ® Online for Program Administrators – My Alerts (https://help.asqonline.com/default.htm?3_3_my_alerts1.htm)
- Screening Preference – Setting Automatic Screening Tasks Based on Child's Recommended Interval
- Managing Child Profiles – Viewing the Child Profiles List (https://help.asqonline.com/default.htm?6_3_viewing_the_child_profiles_list.htm)
- Managing Child Profiles – Viewing & Editing Child Profile Details (https://help.asqonline.com/default.htm?6_4_viewing___editing_child_profile_details.htm)
- Managing Child Profiles – Adding a Child Profile (https://help.asqonline.com/default.htm?6_1_adding_a_child_profile.htm)
- Managing Child Profiles – Caregivers (https://help.asqonline.com/default.htm?6_9_caregivers.htm)
- Managing Child Profiles – Adding & Viewing Child Profile Notes (https://help.asqonline.com/default.htm?6_8_adding___viewing_child_profile_notes.htm)
- Managing Child Profiles – Child's Providers & Reviewers (https://help.asqonline.com/default.htm?6_10_child_s_providers___reviewers.htm)
- Family Access – Accepting/Rejecting Screenings Submitted via Family Access (https://help.asqonline.com/default.htm?11_8_accepting_rejecting_screenings_submitted_via_family_access.htm)
- Child Screenings – Adding a Screening (https://help.asqonline.com/default.htm?7_2_adding_a_screening.htm)

- Screening Management – Tasks (https://help.asqonline.com/default.htm?10_4_tasks.htm)
- Managing Child Profiles – Child Profile Screenings (https://help.asqonline.com/default.htm?6_6_viewing_child_screenings.htm)
- Screening Management – Screenings (https://help.asqonline.com/default.htm?10_3_screenings.htm)
- Family Access – The Invitation Letter with URL (https://help.asqonline.com/default.htm?11_6_the_invitation_letter_with_url.htm)
- Family Access – Child List (https://help.asqonline.com/default.htm?11_7_child_list.htm)
- Screening Management – Packets (https://help.asqonline.com/default.htm?10_5_packets.htm)
- Screening Management – Documents (https://help.asqonline.com/default.htm?10_6_documents.htm)
- Managing Child Profiles – Merging Child Profiles (https://help.asqonline.com/default.htm?6_11_merging_child_profiles.htm)
- Managing Child Profiles – Archiving or Deleting a Child Profile (https://help.asqonline.com/default.htm?6_5_archiving_or_deleting_a_child_profile.htm)
- Family Access – Copying & Pasting the Family Access URL (https://help.asqonline.com/default.htm?11_5_copying___pasting_the_family_access_url.htm)

Appendix B. Provider training materials

Quick guide

Logging in to ASQ® Online

Open a web browser and go to ASQ® Online (www.asqonline.com). Log in with username and password.

Set alert preferences

Discuss with your program administrator how providers will be notified of new screens to follow up on. If your program plans to use tasks to notify providers about new screens, MDH recommends providers add and turn on task reminder alerts.

Click the "My Profile" tab in the horizontal navigation menu. Click the "My Alerts" quick link on the left side. Adjust alerts to preferences. Click "Save Changes" at the bottom of the page.

If you need help, reference the ASQ® Online for Providers – My Alerts instructions.

View and edit child profiles

Click on the "Child Profiles" tab in the horizontal navigation menu. Click on a child's name to view the child profile.

If you need help, reference the Managing Child Profiles – Viewing the Child Profiles List and Managing Child Profiles – Viewing & Editing Child Profile Details instructions.

Add or view a child profile note

Click on a child profile. Click on the "Add Note" quick link on the left side. Write the note for the child and click "Save". To see the note, open the child profile again and scroll down to the "Child Profile Notes" section.

If you need help, reference the Managing Child Profiles – Adding & Viewing Child Profile Notes instructions.

Check for screenings

Click on the "Screening Management" tab in the horizontal navigation menu. In the "Screenings" section, click "View All." Check the status column for the screens:

- NEW - the screening has been received through Family Access but has not been reviewed and finalized by a Provider.

- Finalized - either a Family Access screening or a manual screening that has been completed and finalized.
- In progress - a manual screening that has been started and the progress saved, but has yet to be completed and finalized.

If you need help, reference the Child Screenings - Screenings Page instructions.

Check for follow-up tasks

The program administrator may assign the provider a task once a screen has been submitted for a child profile. Click on the "Screening Management" tab in the horizontal navigation menu. Click on the "Tasks Due" quick link on the left side. A list of follow-up tasks assigned to the provider will appear.

Once a "Completed date" for a task is entered by the provider, the task will come off the "Tasks due" list and move to the "Tasks completed" list.

If you need help, reference the Screening Management – Tasks instructions.

View and print completed screenings in ASQ® Online

Click on the child profile. Scroll down to the "Child Screenings" section and click on the name of a screening in the "Questionnaire" column. To print, click "Print Information Summary," "Print Questionnaire, or "Print Summary and Questionnaire" quick link on the left side.

OR

Click on the "Screening Management" tab in the horizontal navigation menu. In the "Screening section, click the "View All" tab. Select the questionnaire to view or print multiple summaries by selecting the check boxes of the screenings summaries and clicking "Print Summaries."

If you need help, reference the How to access the finalized screening and How to print the information summary sheet videos and the Managing Child Profiles – Child Profile Screenings instructions.

Print intervention activities

Click on the "Screening Management" tab in the horizontal navigation menu. Click on the "View/Print Documents" quick link on the left side. Find "Intervention Activities" and click "Download." Click on the appropriate interval to download and to print the PDF.

OR

Click on the "Screening Management" tab in the horizontal navigation menu. Click on the "View/Print Packets" quick link on the left side. Find "Intervention Activities Packet" for and click "Generate." Click on the "Child Profiles" tab. Find the child's name and click "Add". Multiple

packets for multiple children can be added. Expand the "Print Packet" bar by clicking the arrow. Click "Print Packet." Download the packets to print them.

If you need help, reference the How to Print Learning Activities video and the Screening Management – Documents instructions.

Training materials library

Videos

- How to complete a questionnaire using Family Access (https://app.screencast.com/F60qH5oJOpLGc/e) (5 m 4 s)
- How to access the finalized screening (https://app.screencast.com/Po39QGDtq5Aa0) (2 m 9 s)
- How to print the information summary sheet (and the questionnaire) (https://app.screencast.com/8EPdeomnyfZvw) (2 m 25 s)
- How to Print Learning Activities (https://app.screencast.com/pbrj6SMzekErD/e) (4 m 55 s)

Instructions referenced

- ASQ® Online for Providers – My Alerts (https://help.asqonline.com/default.htm?3_3_my_alerts.htm)
- Managing Child Profiles – Viewing the Child Profiles List (https://help.asqonline.com/default.htm?5_3_viewing_the_child_profiles_list.htm)
- Managing Child Profiles – Viewing & Editing Child Profile Details (https://help.asqonline.com/default.htm?5_4_viewing___editing_child_profile_details.htm)
- Managing Child Profiles – Adding & Viewing Child Profile Notes (https://help.asqonline.com/default.htm?5_8_adding___viewing_child_profile_notes.htm)
- Child Screenings - Screenings Page (https://help.asqonline.com/default.htm?6_1_screenings_page1.htm)
- Screening Management – Tasks (https://help.asqonline.com/default.htm?7_4_tasks.htm)
- Managing Child Profiles – Child Profile Screenings (https://help.asqonline.com/default.htm?5_6_child_profile_screenings.htm)
- Screening Management – Documents (https://help.asqonline.com/default.htm?7_6_documents.htm)