



Assessment Process



1. ASSESSMENT ENQUIRY

If you are interested in an assessment, please contact us via email or phone to schedule a 20-minute phone consultation with one of our Assessment Specialists.



2. PHONE CONSULTATION

One of our Assessment Specialists will give you a call to walk you through the assessment process, answer any questions you may have and gather more information regarding your concerns and better understand what you are hoping to learn from the assessment.



3. COMPLETE EMAIL QUESTIONNAIRES AND RETURN

If you decide to proceed with the assessment, the Assessment Specialist will email across some further information outlining the nature of psycho-educational assessments for you to review and questionnaires for you to complete. This information enables us to tailor the assessment to your/your child's individual needs and assign you/your child to the most appropriate specialist(s).



4. INTAKE SESSION

Once we have received your questionnaires, we will invite you into the clinic for the intake session during which a licensed clinician will gather information relevant to the child or individual. This includes information about the family background, developmental milestones, educational history, social and emotional functioning and any concerns that you would like us to consider in the assessment. The intake session lasts 50-60 minutes in total.

If the assessment is for a child or adolescent, we ask that you do not bring your child to this session. It is also helpful to bring any recent school reports and/or previous psychological or medical reports with you, if possible.

At the end of the intake session, the clinician will advise you on which assessments would be necessary to answer the referral question and they will provide you with the total cost of the assessment. If insurance pre-approval is required, the clinician can provide a letter which outlines the reason for assessment and proposed test protocol and total cost for you to provide directly to your insurer for review.

4b. School Consultation (for child and adolescent assessments only)

In order to gain a holistic view of the child, during the intake session, we will ask you to provide us with the names and contact details of at least two teachers who know your child well. With your permission, we will contact the school and ask them to complete some questionnaires as part of our assessment. We will also arrange a brief phone conversation with them to understand how your child is functioning in the school environment from an academic, social, emotional and behavioural perspective.



5. ASSESSMENT SESSIONS (1-4 SESSIONS)

Following the intake session, the clinician will schedule the assessment testing sessions. This normally takes place in the morning between 9am and 11am over one to three days (depending on the number of assessments required). We always recommend testing sessions take place in the morning, as individuals are well-rested and this provides the best opportunity to do as well as they can.

We also recommend that you try to get a good night's sleep before testing and have a balanced and nutritious breakfast. You may also bring a snack and a drink with you on the day of testing if you wish.

5b. Report Preparation

Once you have completed the assessment testing and we have received all the necessary questionnaires, we will consider your file 'complete'. This means that we can begin to score and interpret the findings of the assessment. Please allow approximately 10-12 working days for us to prepare the report.



6. FEEDBACK SESSION

When the report is ready, the clinician will invite you to join them for a 60-minute feedback session to take you through the assessment findings and recommendations step-by-step. You will also receive a copy of the full comprehensive report during the feedback session.

Once again, for children and adolescents, we recommend that only parents join us for the feedback session. However, if you wish to arrange a separate session for your child to hear their results in a child-friendly, age-appropriate way, this can be arranged at an additional cost.



7. AFTER-CARE

It is always important to us that the assessment process has been useful for you, and that you feel confident and able to integrate the recommendations into everyday life. To support you, we are available after the assessment to discuss further questions and help you to find the right support. Please do not hesitate to contact us. We can also provide school consultation and support when adaptations to the school environment are suggested.

Please contact us for further information and pricing for this support.

