Psycho-Educational Assessment Process

- Psycho-educational services result from a process of prior school involvement such as on-going assessment by the classroom teacher, consultation with the Learning Resource Coach and/or Learning Strategies Consultant and Student Success Team meetings (SSTs) which evaluate and track recommended instructional strategies at the school level.

- Referrals for psycho-educational services are prioritized on the basis of their potential contribution to refine and clarify the path to sound instructional programming for the student.

- A referral for a psycho-educational assessment must include the completed CONFIDENTIAL REQUEST FOR SUPPORT SERVICES (Form 8a) in addition to Student Success Team (SST) notes or minutes, original copies of WIAT-II forms with computer scoring using Canadian Norms, WIAT-II Written Expression subtest administered but not scored, most recent IEP (if applicable), and a dated Signature of the Learning Strategies Consultant (LSC) on referral form face sheet.

- The aim of psychological services is to provide consultative and/or data driven assessment reports in a timely manner, usually within 4 months of the referral request.

- Each Psychometrist/Psychological Associate will complete 40-60 assessments¹.

- Chief Psychologists may complete some assessments in special circumstances.

- Before the assessment is conducted, the parent/guardian receives a letter followed up by a personal/phone contact from the psychological services staff member explaining the nature purpose and possible implications of the assessment. Additionally, a pamphlet containing information about the Personal Health Information Protection Act (PHIPA) would also have been sent to parent and discussed during the personal/phone contact. Informed consent is explained to the parent/guardian and the consent form entitled PARENTAL CONSENT FOR PSYCHOEDUCATIONAL/PSYCHOLOGICAL SERVICES is signed. Psychological services staff follow the best practices of informed consent.

- A case conference explaining report results and recommendations will be completed within 1 school month of the last visit to the student.

- Psycho-educational testing is not a requirement for post secondary transition and should not be considered for this reason.

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¹ Number of assessments will vary due to complexity of cases referred; other duties as assigned (i.e., supervision of non-regulated staff, provider system PD, consultations, risk/threat assessments, etc).