Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_\_\_\_ DOB \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe concerns and problem behaviours related to writing tasks:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­\_\_\_\_\_

* Physical limitations \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Wears glasses \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Medical condition or diagnosis \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Adaptive equipment \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Previous evaluation date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| ***FACTOR OBSERVATION CHECKLIST*** |
| **ENVIRONMENT**  |
|  | **Check for:** | **Observed:** | **Concern?****Y - N** |
| **Furniture** | Knees fit under deskFeet flat on floorKnees at 90º angleArms rest on desk Desk height appropriate |  |  |
| **Lighting** | Adequate |  |  |
| **Distance from blackboard** | Note approximate distance |  |  |
| **Desk space** | Desk top clear, unclutteredSurface area adequate for materials |  |  |
| **PHYSICAL**  |
|  | **Check for:** | **Observed:** | **Concern?****Y - N** |
| **Body position**  | Upright posture (not slumped or head down)Sits on bottom, not on legs |  |  |
| **Eye-hand** | Looks at work during taskLooks away and back to copyEyes very close to paper |  |  |
| **Arm position** | Non-dominant hand holds paperForearms rest on desk |  |  |
| **Utensil grasp** | Fisted, tripod, adaptedAwkward, loose, tightToo high, too low on pencil |  |  |
| **Hand position and movement** | “Finger writing” ; Coordinated arm and shoulder movement |  |  |
| **Body movement** | Body leans toward workUpper body balanced and appears stableMinimal other body movement |  |  |
| **Hand dominance** | Right, left, switches? |  |  |

|  |
| --- |
| **MATERIALS** |
|  | **Check for:** | **Observed:** | **Concern?****Y - N** |
| **Type of paper**  | Scribbler, binder, folderWide or narrow lines. Color (or other) cues |  |  |
| **Paper position** | Directly in front of studentRight or left of midlineTilts right or leftBottom corner points to midline of body |  |  |
| **Utensil**  | Pen, pencil, marker |  |  |
| **Adaptations** | Special grips; slant surface; triangle pencils |  |  |

|  |
| --- |
| **STAFF SUPPORT** |
|  | **Check for:** | **Observed:** | **Concern?****Y - N** |
| **Staff position** | Supports from (child’s) dominant / non-dominant) sideStaff sits/stands |  |  |
| **Physical assistance** | Help for initial positioning onlyPartial or occasional helpFull assistance throughout the task |  |  |
| **Reinforcement**  | Social, object, activity, token system |  |  |

|  |
| --- |
| **QUALITY (attach work sample)** |
|  | **Check for:** | **Observed:** | **Concern?****Y-N** |
| **Type** | Block printing or cursiveLegible, recognizable letters |  |  |
| **Size** | Letters fit within linesInconsistent |  |  |
| **Orientation** | Letters face correct direction |  |  |
| **Control** | Letters on line; no drifting |  |  |
| **Spacing** | Spaces between letters and words appropriateUses finger or space guide |  |  |
| **Upper-lowercase** | Uses capitals as needed; mixes upper and lower case |  |  |

|  |
| --- |
| ***STRUCTURED ASSESSMENT SUMMARY*** |
| **Initial Concern****(from Factor Checklist)** | **Probed during direct assessment** **(What did you try? Did it help?)** | **Recommendation** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Related IEP objectives:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**September, 2015**

Copyright © Marlene Breitenbach. This material may be reprinted or distributed electronically provided it references the original source, the content is not changed, it is not sold, the material is not used to promote or endorse any product or service and it is not used in an inappropriate or misleading context.

**September, 2015**

Copyright © Marlene Breitenbach. This material may be reprinted or distributed electronically provided it references the original source, the content is not changed, it is not sold, the material is not used to promote or endorse any product or service and it is not used in an inappropriate or misleading context.

**September, 2015**

Copyright © Marlene Breitenbach. This material may be reprinted or distributed electronically provided it references the original source, the content is not changed, it is not sold, the material is not used to promote or endorse any product or service and it is not used in an inappropriate or misleading context.