



Considerations....

- Eye contact/body language/proximity
- Tone of voice/pace of speech/facial exp
- Native language/jargon (will discuss)
- Strength-based
- Just hit the highlights
- Avoid diagnostic terms
- Read parents' cues!
- Avoid “listing” skills – why is this impmt?
- Numbers/percentages



Written Reports

- General rules of thumb...
- Use an approved tool
- Follow state format
- Be specific and detailed
- Be objective and clear
- Use rich narrative
- (this helps parents know you were listening, and starts relationship off on the right foot, especially if you quote the parents)
- Avoid listing skills
- Avoid “strengths/weaknesses”
- Avoid jargon