

# Developmental Concern Letter (Sample)

Always consult the supervisor before filing form.

Date

Dear \_\_\_\_\_,

As you know, on (insert date), your child (insert name) was given the Ages and Stages Questionnaire as part of the First Teacher Home Visiting Program. The Ages and Stages Questionnaire measures some of the skills children learn during their early years. Because we noticed that (insert child's name) did not show some of the skills that many children of his/her usually do, we think s/he might benefit from more developmental testing. This testing could determine whether s/he has a delay in development. If a delay is identified, s/he could be eligible for early intervention services that can help prevent later problems. On the other hand, the testing may determine that there is no cause for concern and no need for additional services.

You can get information on how to get additional testing and early intervention services by calling (insert contact name, phone number and local agency name). Parents in this county who have concerns about their children can receive this additional testing for their young children at no cost and early intervention services are also free if the Early Intervention Team finds they are needed. If you contact (insert name of agency), they will be able to do more complete testing and will work with you to find out what is best for your child.

If you wish, we will gladly send a copy of this letter to the County Infant/Toddler Services to help you in describing the reason for concern about your child. If you would like us to do that, please sign the enclosed form and return it in the pre-addressed and stamped envelope. Remember that all of our assessments with your child are strictly confidential, and we will not give information to anyone without your permission.

We hope this information will be helpful to you. Please do not hesitate to call either of us at the number below if you have any questions about the assessment we did or the steps you can take to get more testing for your child. As always, we really appreciate the cooperation and help you have given to our research staff as we have worked with you and your child.

Sincerely

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(Name of Home Visitor)

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(Name of Supervisor)