



Health Partners

Autism Screener Assessment

Employee journey

January 2024

This information sheet details how an Autism Screener assessment works and what you can expect with the process. This document has critical information to ensure your assessment can go ahead as planned. Please take time to read this document fully and prepare for your assessment.

What is autism?

Autism is a type of neuro-difference present from birth. Although it can be diagnosed in childhood, we often find that many individuals will reach adulthood before being identified as autistic.

Autism can have a significant impact during education, in the workplace and in everyday life. Autism is a spectrum condition and affects people in different ways. It is important to note that every individual will experience their neurodivergence differently.

What is an autism screener?

The screener is an opportunity for you to explore whether you demonstrate traits of autism, but it does not provide a complete diagnosis. The assessor will give you recommendations of the next steps based on the outcome of the screening assessment, which may either be for a full diagnostic assessment or a referral to another service.

A diagnostic assessment is the only way that autism can be formally identified.



What happens before my assessment?

- Our admin team will be in contact with you to book an assessment date, you will then receive an email confirming the date and time of your assessment, and the internet link to join the virtual appointment.
- You will then receive a pre-assessment questionnaire to complete and return to the wpateam@healthpartners.uk.com inbox. Please return the questionnaire 5 working days prior to your assessment. Please set some time aside to complete the questionnaire as fully as possible, this information is important. All the pre-assessment information provided will be reviewed prior to the assessment.
- You will receive text message reminders for your assessment prior to the date.

If you have any questions or require adjustments, please contact our admin team: wpateam@healthpartners.uk.com.

What happens during my screening assessment?

Be prepared for the assessment to last up to an hour and a half, and you will be expected to attend alone, unless a prior agreement of additional support is agreed. Please do not worry about the length of the assessment as we can make accommodations.

If you require the support of a colleague or friend, please alert wpateam@healthpartners.uk.com for further assistance.

As our assessments are currently being conducted remotely you will need the following:

- Access to a computer or smart phone device (camera and audio required).
- Access to video conferencing (Whereby, Microsoft Teams).
- Access to a comfortable, private space (away from noise and distractions).



What to expect?

- At the beginning the assessor will introduce themselves.
- The assessor will then:
 - Complete a short identification check, requesting confirmation of your full name, date of birth and home post code.
 - Explain the assessment process and structure to you, and you will have opportunity to ask questions.
 - Confirm your consent to assess and explain how the report will be provided to you.
 - Discuss your pre-questionnaire paperwork or any additional documentation you have provided.
 - Ask you about your experiences with traits typically associated with autism.
- You will have opportunity to take comfort breaks and ask questions should you need to.

What happens after my screening assessment?

- The assessor will review the results of the screening assessment and pre-assessment questionnaires.
- The assessor will generate a report. This will outline key information covered in your assessment, the opinion and conclusion and recommendations.
- You will receive the screening report within 5 working days. Once you have received the report, please take some time to review this.
- A summary report will be generated and provided to your employer (with your consent), briefly outlining the conclusion, key information, and summary recommendations.
- We recommend taking some time to discuss the outcome of the assessment with your referrer.



Frequently Asked Questions

What if I need to change my appointment?

If you need to cancel your appointment, please let us know at least 48 hours before your appointment to prevent cancellation fees. Cancellation fees will occur for any missed appointments (did not attend) or late cancellations. Please contact us at wpateam@healthpartners.uk.com.

What should I do if I require adjustments for my assessment?

Please contact us regarding adjustments at wpateam@healthpartners.uk.com or call on 01273 013771.

Does my employer have to know about my assessment?

Yes, your employer will have made the referral to us and will be aware of the date/time of your assessment taking place. Often the referrer may be someone in the HR department, so it will be at your discretion to inform your line manager.

Who should I contact regarding my appointment?

If you have any queries regarding your assessment, please contact wpateam@healthpartners.uk.com.

How will my assessment be conducted?

Your assessment will be virtual, using secure video conferencing via Whereby or Microsoft Teams. You will be sent a link to the assessment. Please follow this guide carefully as this is a requirement for the assessment.

What type of activities will I do and question will I be asked?

The assessor will ask some background questions related to the current problem that you are experiencing, what impact that it has had on your life, education and employment, and for how long this has been the case.

The assessor will ask you questions related to the questionnaires you completed, they may ask for clarification around the answers you provided and ask for further details.

The assessor will also ask questions about your mental and physical health, your social circumstances and will ask about your educational and employment history.

Some of the questions that are asked are personal and sensitive, it is important to remember that all answers are treated with the strictest confidence, and it is important for you to be truthful.

I am feeling anxious about my assessment, who can I contact?

It is natural to feel apprehensive or nervous about your assessment. Our assessors are experienced and will do everything they can to make you feel comfortable and at ease throughout. During the assessment you will be able to ask the assessor questions and take breaks when needed.

If you continue to feel anxious about the assessment and think you need to discuss this, please contact the WPA team at wpateam@healthpartners.uk.com.

I need the report for adjustments my exams. Will this report be sufficient?

Most exam boards require a diagnostic assessment to provide sufficient evidence for adjustments, rather than a screener. Please contact your exam board to understand their specific requirements.

When will I receive my report?

You will receive the report within 5 working days.

I have feedback for my assessor – what can I do?

We want to ensure your experience with us is the best it can be, and as such we welcome feedback. You will be sent a questionnaire after you have received your report. This will allow you an opportunity to provide us with any feedback.

Will my referrer attend the assessment?

No, the assessment is confidential and only you and the assessor will be present.

Will my referrer have a copy of my screening report?

Your referrer will only receive a summary of the screening report. The full report is confidential and will be sent only to you, it is then at your discretion if you would like to share the full report with them.



 **Health Partners**

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