

**Desk Reference for Administering PLL Test Assessments**

**for Alternative to Placement Youth**

Internal Change Instruments are used to assess changes that occur over time, within the youth and/or family.

1. **TEST ASSESSMENTS**
2. **CHILD BEHAVIOR CHECKLIST – CBCL**
* The CBCL is to be ordered directly from ASEBA at [www.ASEBA.org](http://www.aseba.org/).
* The CBCL/6-18 obtains parents' reports of children's competencies & problems.
* Latino Spanish CBCL/6-18 available.
* PACKAGE OF 50 FORMS FOR $25.
1. **FACES IV**
* The FACES IV can be printed from the sample provided at no charge(Available in Spanish upon request)
1. **READINESS SCALES**
* The Readiness for Change Scales can be printed from the sample provided at no charge.(Available in Spanish upon request)
1. **UCLA-PTSD**
* The UCLA-PTSD can be purchased directly from kfibiger@research.ucla.edu or by calling 310-794-0558.
* Licensing Agreement will need to be completed prior to use and is available at the above email or phone number
1. **WHO COMPLETES THE TEST ASSESSMENTS?**
2. **CHILD BEHAVIOR CHECKLIST – CBCL**
* The Parent/Caregiver will complete the pre and post-test
* If both Parents/Caregivers are present, have them collaborate together to complete only one pre and post-test
* The same Parent/Caregiver who completes the pre-test must complete the post-test
1. **FACES IV**
* The Youth and Parent/Caregiver will each complete the FACES IV pre and post-test
* The same Youth and Parent/Caregiver who completes the pre-test must complete the post-test
1. **READINESS SCALES**
* The Youth will complete the “Youth version” pre and post-test
* The Parent/Caregiver will complete the “Caregiver version” pre and post-test
* The same Youth and Parent/Caregiver who completes the pre-test must complete the post-test
1. **UCLA-PTSD**
* Clinician Administered Trauma History Profile
* Youth completes the test (Trauma Index)

**When to administer and send in the Pre and Post-tests**

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| --- | --- |
| **When to Administer Tests** | **When to Send Tests to PLL** |
| * All Pre-tests must be administered at the PLL Motivational Intake
* If preferred, pre-tests can be administered at a separate meeting as long as it occurs before any PLL treatment begins
* All Post-tests must be administered at program completion
 | * Shortly after you have administered a test, or a batch of tests, send to PLL
* For a quick turnaround on providing the results back to you, we recommend that all tests be either faxed to PLL or scanned and emailed
* Remember to include the Cover Sheet that lists the data being sent
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**Test Assessments may be either faxed or scanned & Emailed (Using the Postal Service is not recommended)**

**FAX tests to: Scan & Email tests to:**

Sharon Mills smills@gopll.com

PLL Clinical Administrative Assistant

Fax# 866-888-4887

**Direct all questions to: Sharon Mills at 419-512-1342**

***If Using the Postal Service, mail to the PLL Ohio Office at:***

***Sharon Mills***

 235 Bartley Avenue

 Mansfield, Ohio, 44903

**REMEMBER**

* **Be sure the youth’s unique identifier is on each test pertaining to that youth (first & last name or**

 **unique ID #)**

**This Identifier must be the exact same identifier used in the PLL data base**

**Be sure each instrument is clearly marked which test it is in terms of Pre or Post-test**

* **Be sure each instrument clearly indicates the family member filling it out (Youth (identified client) or**

 **Parent/Caregiver)**

* **Please check to ensure each instrument is completed entirely prior to sending to PLL**