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Updates to Report Writing Practice

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Guild Conference 20 June 2019



Key Dates

- It will be required to use the new format from the 1st July 2020.
- The new format can be used from the 1st July 2019.
- For APC renewals you can use a report from the last 18 months.



Summary of Report Writing Layout

Section	Outline of changes
Cover sheet	No significant changes
Overview	Replaces summary: more extensive
Background	No significant changes but more detailed guidance
Test conditions	No significant changes
Main body of report	Reordering of assessment information; no summaries at end of each section
Confirmation of diagnostic decision	Replaces conclusion
Recommendations	No significant changes
Appendices	No significant changes

Summary of Overview

- Replaces the previous 'summary' section
- Should be stand-alone and detachable
- Shouldn't contain names of tests and data
- Should be a dialogue about performance
- Should contain two or three recommendations
 - Usually to include advice concerning DSA, JCQ, specialist tuition
 - Referrals to other professionals
- This layout means report no longer needs conclusion or individual summaries (avoids repetition)

Summary of Main Body of Report

Cognitive Profile

Tests of ability and reasoning

Verbal ability

Visual visual ability

Working memory

Phonological processing

Processing Speed

Additional diagnostic evidence

Questionnaires and interviews for ADHD, DCD and visual difficulties

Attainment

Reading Accuracy

Reading efficiency

Reading comprehension

Spelling

Writing

No summaries for any section are needed here

Example of level of detail for overview content

This is a section taken from Overview (attainment)

Gemma's spelling is below average and the spelling errors she makes are often plausible alternatives based on sounds rather than spelling rules: these errors suggest that she lacks a consolidated understanding about morphology and knowledge about spelling conventions such as common word endings. Gemma's alphabet writing speed suggests that she finds it hard to retrieve consolidated information under pressure and her copying speeds when writing out sentences were estimated as very slow, evidencing that copying text is effortful and challenging for her. Additionally, when writing freely, Gemma's speed was lower than is expected for university study based on SASC guidelines.

This layout can be used from now onwards
It will be mandatory after **July 2020**



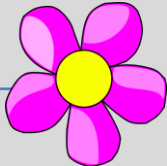






Guidance on DCD

- There are no cognitive tests for DCD
 - But qualitative observations during other tests may be helpful
- A screening questionnaire is appropriate for children followed by referral if necessary
- An interview (DIDA) should be carried out for adults

Guidance on Dyscalculia

- Dyscalculia is not the same thing as maths difficulty
- Poor sense of number is a key feature of dyscalculia

Key features of dyscalculia

Subitising: recognition of quantity without counting	How many petals? 					
Symbolic and non-symbolic magnitude comparison	<table border="1" data-bbox="1054 711 1638 891"><thead><tr><th data-bbox="1054 711 1375 748">Nonsymbolic</th><th data-bbox="1375 711 1638 748">Symbolic</th></tr></thead><tbody><tr><td data-bbox="1054 748 1375 891"></td><td data-bbox="1375 748 1638 891"></td></tr></tbody></table>		Nonsymbolic	Symbolic		
Nonsymbolic	Symbolic					
						
Ordinality and Cardinality	5 2 7 5 8	Are these numbers in order? Which is greater?				

Diagnosing dyscalculia

- This can only be carried out by someone with appropriate training
- Specialist maths knowledge is needed
 - what to expect developmentally about number sense
- Stay within professional limits

Visual Difficulties

- This set of difficulties should be assessed by an optometrist
- But assessors are an important conduit for this
- Make use of screening questionnaire to evaluate whether referral is needed
- Stay within professional limits
- Before assessment, suggest eye test

Fourth renewal

- Fourth APC renewal focuses on CPD rather than report writing assessment
- All core and supplementary components should be covered
- CPD should include five hours of SASC approved training that is not updates on exam access arrangements
- There should be an emphasis on reflection when describing CPD
 - Useful tip: when writing feedback for courses attended make a copy of your comments
 - Use a self-reflective model to help structure your comments

First renewal

- For all APCs issued from 1st September 2018 CPD for first renewal has changed
 - 5 hours of SASC approved annually
 - 5 hours of other CPD annually
 - 10 hours of the 30 should be focussed on non-exam access arrangements
 - Some of this should be mentoring
 - can be SASC approved or otherwise

DSA reports

- DfE has stated that any report written by an APC holder or HCPC registered psychologist can be used for DSA evidence
- Age is immaterial
- Report still has to meet standards
 - Reports are being declined by universities as they don't contain enough evidence

APC eligibility

- Up until March 2020 anyone with appropriate qualification (however long ago) can apply for an APC as a matter of course.



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