

## Common Rating Scale Protocol

If families are working with outside providers and a process requires the completion of rating scales by D155 staff, please follow the required procedure below:

1. The D155 consent to communicate form must be completed and sent to the district psychologist. Both parent and student are required to sign it.
2. Outside provider must send rating scales (original paper forms or links) to the district psychologist. We will not disseminate any copied protocols unless permitted by copyright law.
3. The district psychologist will share the rating scales with two staff members based on workload or availability.

D155 requires self-addressed stamped envelopes for returning protocols to providers. We will not return rating scales or protocols to students or families. Standard turnaround time is 5-10 school days.