AAC Evaluation Data Gathering Worksheet

	Know	Need to Know	Assessment Plan
Personal Information			
Name:			
Diagnosis:			
Age:			
Supports in Home/Community (list people):			
Interests and/or occupations:			
Current Communication Methods:			
Current Communicative Functions expressed:			
Environmental Barriers and Supports			
Barriers:			
Communication Opportunities:			
Communication Partner Needs:			
Abilities Profile			

Speech			
Sounds produced, intelligibility			

Sensory/Perceptual Information/Issues			
Functional vision skills or any challenges: acuity, field, oculomotor functioning, light/color sensitivity, stability, functional vision competence			
Functional hearing skills or any challenges:			

Motor Areas/Skills/Issues			
Ambulation mode(s): Ambulatory, Wheelchair, type of seating system/supports (if relevant), Walker, other mobility aid (specify type)			
Functional gross and fine motor skills: ADL's, transfers, contractures, upper and lower extremities			
Access: direct selection versus scanning, additional feature needs for either method			
Positioning issues:			

Communicative needs/goals:			
Intent, function, complexity			

Pragmatic/social skills: turn-taking, asks questions, comments, conversational, etc.			
Language skills: single word vocabulary, morpho-syntactic and grammar skills, etc.			
Symbol Preferences and skills: ability to demonstrate functional use, ability to use symbol as a referent, etc.			
Literacy skills: letter-sound correspondence, sound blending, phoneme segmentation, word decoding, sight word recognition, etc.			
Spelling skills: spontaneous spelling, first letter spelling, recognition spelling, etc.			
Cognitive/Linguistic Skills or Issues			
Cognition and learning potential reports: consistent ability to attend, match, categorize, and sequence, observed memory skills and ability to use different techniques to recall/find language or symbols, etc.			
Vocabulary needs:			

Device Features Needed			
Vocabulary size:			
Vocabulary type (core/phrase/s.c., visual scenes, Pragmatic branching)			
Layout of targets/symbols:			
Symbol type or sets:			
Size of device/size of targets in device:			
Type of device (low tech, mid tech, high tech)			
Message window display			
Rate Enhancement:			
Type of input method and any customization of that method:			
Access			
Type of output: (speech, visual symbols, letters, etc.)			
Mounting and portability: positioned, mounting type, any customization			
Funding source:			
Other considerations: (keyguard, easel, contrast of symbols or fonts, support from manufacturer, etc.)			