

## “TO DO” List: Get Ready for Hearing Screening



As you prepare for a round of hearing screening, here is a list of the main items you want to be sure to take care of:

- Check the equipment** to ensure it is working properly. If using OAE screening equipment, screen yourself or other adults who are known to pass. If using Pure Tone screening equipment, complete a self-listening check. If you have concerns, consult with your partner audiologist or equipment manufacturer. If your equipment uses batteries, be sure they are fully charged (or that fresh batteries are installed) prior to screening.
  
- Obtain supplies**
  - probe covers for OAE equipment (a variety of infant/child sizes totaling at least 150% of the total number of children to be screened as well as adult-size covers for testing the equipment on a regular basis)
  - toys
  - stickers or other appropriate rewards
  - documentation forms
  - sanitary wipes or other supplies needed to comply with your infection control or universal precautions guidelines
  
- Review online resources** at KidsHearing.org to support hearing screening and follow-up activities. Organize the specific tools that your program will use, including scripts and referral letters/forms to communicate results to parents, health care providers and audiologists, screening documentation forms and a tracking system to ensure timely followup for children not passing the initial screening.
  
- Train or refresh screeners** on screening and follow-up practices (see KidsHearing.org for instructional videos and additional training options).
  
- Train or refresh other support staff** who need to know about the screening and follow-up process.
  
- Schedule screening activities and locations** (if equipment is being shared, arrange a system for accessing equipment and supplies).
  
- Inform teachers/other staff/parents** about the screening process and schedule.
  
- Check KidsHearing.org** for ongoing opportunities to access technical assistance and watch your email for monthly *Probes & Tips* newsletters.
  
- Other:** \_\_\_\_\_  
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