

INSTRUCTIONS FOR USING THE SHAPE SYSTEM: FREE ASSESSMENT TOOLS

Introduction

The School Health Assessment and Performance Evaluation (SHAPE) System is a publicly available resource that is geared toward providing mental health assessment and tracking tools to schools, districts, and states. SHAPE was designed by the National Center for School Mental Health, with a goal of increasing the effectiveness and efficiency of school mental health systems. Additionally, SHAPE has a library of screening and assessment measures that is free to use. For each measure, the SHAPE library also features concise and descriptive explanations of what the measure is for, how to administer the measure, and how to interpret the results of the measure. *This is a helpful resource for screening, diagnostic/initial evaluation, and outcome monitoring measures.*

Instructions

1. Visit <https://www.theshapesystem.com/>
2. Click on “Sign up” on the top right of the page
3. When making an account, register at the “individual” level.
4. Indicate that you are familiar with the “district” level and indicate district as “HAWAII DEPARTMENT OF EDUCATION.” (Note: This item is largely irrelevant and is for data collecting purposes).
5. Click on the Screening and Assessment tab
6. Here you can find 29 different screening/assessment tools that are all free to use.
7. On the left, you can select options related to:
 - A. Focus Area (e.g., Anxiety, Depression/Mood, Disruptive Behavior)
 - B. Assessment Purpose (e.g., Screening/Initial Evaluation, Progress Monitoring)
 - C. Age
 - D. Language
 - E. Reporter (e.g., Student, Caregiver, Clinician)
 - F. Cost - all assessment measures currently provided are free
8. If no options are selected, all screening/assessment tools will be visible. Multiple options within each domain can be selected at the same time (e.g., you can select ages 6, 7, 8, and 9 at the same time). If multiple options are selected, any screening/assessment tool that fits for any of those options will be displayed.
9. Once you have selected the options that you are interested in, clicking on the link for an individual tool will bring you to a PDF with additional information about that screening/assessment tool
10. On the first page of each PDF you will find:

- A. Overview
 - B. Focus Area (e.g., Anxiety, Depression/Mood, Disruptive Behavior)
 - C. Purpose (e.g., Screening/Initial Evaluation, Progress Monitoring)
 - D. Reporter (e.g., Student, Caregiver, Clinician)
 - E. Versions (if any)
 - F. Subscales (if any)
 - G. Sample Items
 - H. Response Options
 - I. Estimated Completion Time (for each version, if any)
 - J. Languages
 - K. Cost (all currently listed tools are free)
11. Additionally, links to the different versions of each measure are provided at the bottom of the page.
 12. On the second page of each PDF you will find:
 - A. Possible range (score ranges for each version of the measure)
 - B. Item scores
 - C. Scoring rules
 - D. Interpretation (guidelines for how to determine what the scores means)
 - E. Handling blank items (instructions for how deal with missing responses)
 13. Additionally, links to alternate language versions of some measures can be found on the bottom of page 2.

Note: the following screening/assessment tools do not have accessible versions of the measure: Autism Treatment Evaluation Checklist, Identification with School Questionnaire (ISQ), School Burnout Inventory (SBI)