

Dear Valued Customer,

During the current COVID-19 pandemic, Riverside Insights is working hard to support practitioners while balancing the need to ensure the integrity and security of our tests. We acknowledge that practitioners may need to resort to unconventional assessment practices during this time, including tele-assessment through a web conferencing platform. Competence in the assessment and consideration of the best interest of the individual being assessed should be the guiding principles when utilizing tele-assessment opportunities. Compliance with legal and ethical standards, as well as governing professional organizations, such as the American Psychological Association (APA) and the National Association of School Psychologists (NASP) should always be at the forefront of any decision making.

Riverside Insights' clinical assessments are all designed to be administered individually in person. However, in extenuating circumstances where that is not possible, such as the current pandemic, there are alternative options to collect data on tests within our portfolio*. Riverside currently offers two solutions for remote administration: our **Standard Solution** and our **Premium Solution**, which can be purchased through PresenceLearning.

Standard Solution:

For easy access and guidance of test procedures, Riverside has posted digital files of the Examiner's Manuals on the resources tab. The WJ IV Suite of Assessments contain items that have different administration and response types. Outlined below is guidance on how to conduct remote administration for these different item types.

- 1) Many tests contain verbally presented stimuli and require only verbal responses from the examinee. Several tests within the *WJ IV Tests of Cognitive Abilities*, *WJ IV Tests of Achievement*, *WJ IV Tests of Oral Language*, *WJ IV Tests of Early Cognitive and Academic Development*, *Woodcock- Muñoz Language Survey III*, *Batería IV Woodcock-Muñoz Pruebas de habilidades cognitivas*, *Batería IV Woodcock-Muñoz: Pruebas de aprovechamiento*, and many items from the *Battelle Developmental Inventory, 2nd Edition* require no visual stimuli or manipulatives to be used during administration.

For these tests and items, remote administration will have little impact on the administration procedures and can be administered as is typically done in person, although practitioners should always document and report that this non-standardized method of administration was employed.

- 2) For tests that require examinees' written responses in the Response Booklet, practitioners and their districts/organizations should take care to assure that the security and integrity of the Response Booklet is maintained, for example, by requiring Response Booklets to be delivered and returned in a sealed, signed envelope and only opened during the test administration session.

- 3) For tests and items in which stimuli are presented visually and examinees respond verbally, practitioners must seek guidance from their district or organization on whether tele-assessment is an allowable method for administration during the pandemic. NASP provides guidelines for tele-practice at this [link](#).

To assist practitioners who wish to administer Riverside Insights assessments remotely, Riverside is providing digital versions of the examinee-facing pages of the Test Books for the *WJ IV Tests of Cognitive Abilities (Standard Battery)* *WJ IV Tests of Achievement (Standard Battery, Form A)*, and *WJ IV Tests of Oral Language*, as well as the *Woodcock-Muñoz Language Survey III Form A and Spanish Form*, *Batería IV Woodcock-Muñoz: Pruebas de habilidades cognitivas*, and *Batería IV Woodcock-Muñoz: Pruebas de aprovechamiento*. These digital Test Book files are housed on the Resources tab of the wjscore.com platform. **These digital Test Book files should be used at your own discretion, and scores from assessments administered via this mode should be interpreted with extreme caution, as this method deviates from standardized protocol.**

Please reach out to your Riverside Insights [Account Representative](#) should you have additional questions regarding the use of our assessments in a non-standardized manner and/or the impact it may have on your assessment results.

Premium Solution:

Riverside Insights has partnered with PresenceLearning, as an authorized provider of the Woodcock-Johnson IV. Remote administrations using their platform have been validated by an independent research equivalency study. For more information please visit <https://www.presencelearning.com/schools/psychoeducational-assessments/>

Riverside Insights has enabled PresenceLearning to integrate our assessment protocols into their secure online platform. Assessments can be conducted by hiring PresenceLearning's clinical team, or a school district can purchase access to PresenceLearning's platform.



PresenceLearning will then provide training and access to their secure tele-assessment platform to have the district's own school teams deliver the remote assessments.

Once again, Riverside is working diligently to help address the needs of our customers and the individuals still in need of assessment during this world-wide crisis. We understand these are difficult times for everyone in the assessment field. However, we are also committed to ensuring the continuing integrity of our clinical assessment products for your future use. Together, we will make it through this trying period and resume elevating the potential of the individuals we assess.

Yours Truly,
Your Riverside Insights Clinical Team

*Please note that Riverside assessments used and administered in a non-standardized manner continue to be subject to the applicable Terms of Use and Privacy Policies of Riverside Insights. Additionally, Riverside Insights makes no warranties, express or implied, with respect to assessments administered in a non-standardized manner, including the accuracy and reliability of the results thereof, and disclaims all liability for any loss, damage, or injury of any nature sustained by you or any third party as a result of such adaptation. Before engaging in any remote administration, please review your local laws and regulations regarding tele-assessment, including any changes resulting from a current state of emergency. You should also review relevant national or state guidelines for basic standards of practice and information.