

## Sound Scouts Screening Procedures for Schools and Clinics

### Checklist

- Obtain parent permission to test each child (template provided)
- iPad or Samsung tablet (or if a tablet is not available a mobile phone although we recommend using a tablet to test young children).
- Familiarise yourself with how to operate a tablet including how to close an App which may vary across devices (when in doubt, Google)
- To download the App if child restrictions are in place they will need to be deactivated as Sound Scouts has an age restriction of 13yrs+ (it is a medical device).
- Headphones (preferably reasonable/good quality ADULT headphones eg Sennheiser HD100)
- Antibacterial wipes (for cleaning tablet screens and headphones after each test)
- Disposable headphone protectors - [www.aaaheadsets.com.au](http://www.aaaheadsets.com.au)  
- Ph: 1800 060 976

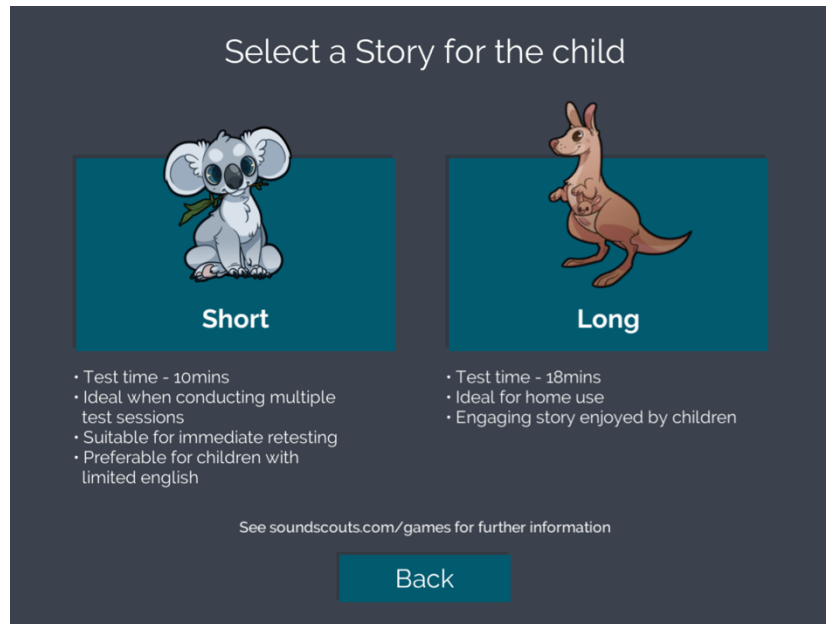
### Before you begin:

- Make sure the tablets are fully charged
- Where applicable switch off Notifications (so as not to disturb play)
- Check the test room is QUIET – noisy air conditioners and fridges, TV's etc will impact on the results.
- If you are using a bulky tablet/iPad cover please ensure the cover does not interfere with the headphones and inadvertently displace them (as this has been known to happen and will impact the results)
- To immediately receive and view the results on the device it will need to have network connectivity (ie WiFi).
- If the device is not connected to a network the test data will be stored and can be processed when a connection becomes available.
- To retrieve a session go to Past Sessions, select the session and if a connection is available the results will be processed.

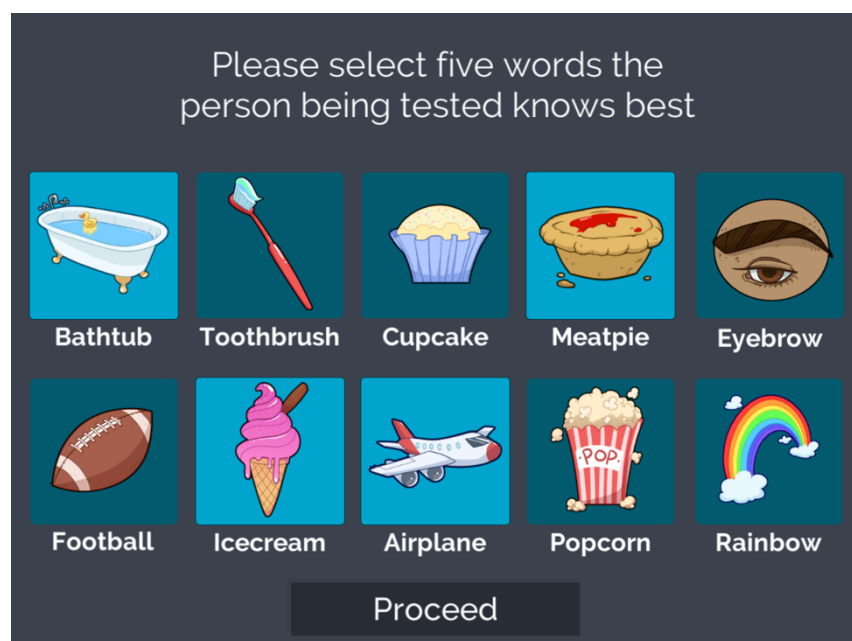
### To set up an individual test

- Before starting EACH test turn the volume to maximum or to the maximum comfortable listening level.
- To begin a 'Test Session' go to New Session, Start and enter the players age. (Test sessions are now free for Australian children aged 4 -17years). Adults will need to pay or be provided with a Trial access code from Sound Scouts.

- Record a Player ID and the month and year of birth of the child/player being tested. (The results are age dependent so it's important to enter the correct age details).
- Enter a contact email address for the results and for communication from Sound Scouts regarding the results (if and when necessary).
- Choose the SHORT test for school/clinic testing. The SHORT test is better suited to younger and older students and children with English as a second language. The SHORT test runs for 8-10mins.



- Tell the child that they will be playing a hearing game and they will need to listen carefully for instructions and sounds. (We recommend that you DON'T tell them they are doing a test as some children get anxious and this may impact their results).
- In selecting the words for the first section of the test we recommend that the child says each word out loud and then they choose the five items they are most familiar with. NB They are using the pictures to identify the items, they are not expected to be able to read.



- Before the adult starts the 'supervising adult activity' ask the child to watch you completing the task. This allows them to see how you swipe/interact with the screen.



- We recommend an adult with 'good hearing' completes the short adult activity. (The test will assess the adults hearing and will advise if acceptable levels are NOT achieved).
- Please ensure that the headphones are properly inserted in to the device, especially if you have a cover on the tablet/phone.
- When the supervising adult has completed their activity place the headphones on the child/person being tested, and make sure the headphones are sitting correctly on or over the ears.
- Once the child begins the test the adult should supervise to ensure the child doesn't tap repeatedly when no sounds are being played.



- If the child is not interacting then you can intervene by asking them what they hear and then tap or slide the matching object for them (once or twice should be enough. If further assistance is required you may wish to provide further explanations to the child and then restart the test).
- PLEASE NOTE: a test session is not used until the test is complete.

- If anything happens during the test that may influence the test (e.g. persistent loud noise for more than a minute) stop the test and start again.
- To STOP a test session you will need to close out of the App and reopen using the method appropriate to the device (eg Apple vs Android). Typically you swipe the Apps closed.
- After completion of the test you can view the results on the device and an email will be sent automatically to the address entered at the beginning.

### **After the test**

- Wipe down the tablets after each use.
- Replace headphone protectors

### **For information on the Results**

Please refer to the website section under Support on Understanding Results  
<https://www.soundscouts.com/understanding-results/>