

Aspect Assessment Information Package

CHATSWOOD OFFICE

The Zenith Building
Level 5, Tower B,
821 Pacific Highway
(access via McIntosh St)



The following information has been designed to help individuals understand what to expect when attending an assessment. This includes information on how to get there, our facilities, what to bring to the session, how the diagnosis process works and payment details.

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Our location

Our Chatswood office is located in the Zenith Building, Tower B, 821 Pacific Highway. The entrance to our building is via Railway Street – on the corner of MacIntosh and Railway Streets. Please take the lifts to the 5th floor.



How to get there



Public transport

The Zenith Building is positioned in Chatswood and is a major transport hub for trains and buses. Chatswood's train line links Sydney's northern suburbs to the CBD. Travel time from Chatswood to the city by train is only 19 minutes. There are numerous buses that also arrive at Chatswood Train Station on Orchard Street and Railway Street. From there it is a short walk to our office. Information about bus and train timetables is available [here](#).

Travel times

By train from:

- Sydney CBD – 19 mins
- Macquarie – 19 mins
- Parramatta – 1 h 3 mins
- Sydney Airport – 46 mins

By car from:

- Sydney CBD – 19 mins
- Macquarie – 16 mins
- Parramatta – 45 mins
- Sydney Airport – 35 mins

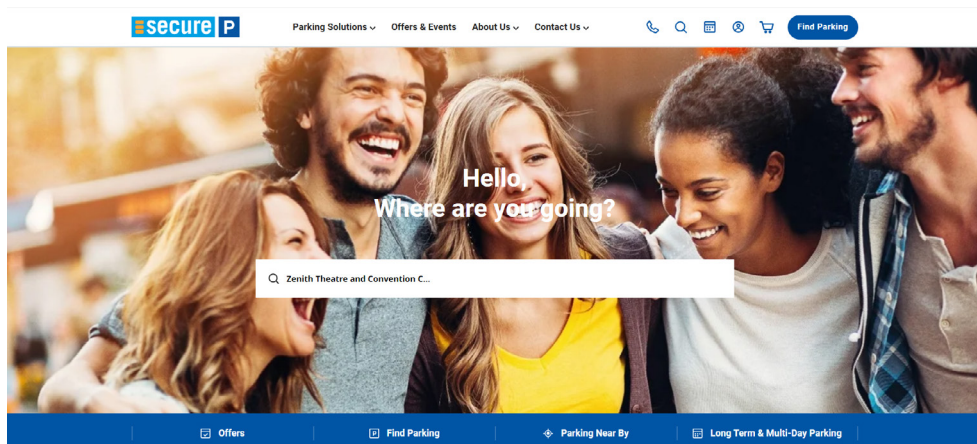


Parking on site



By car

Secure parking is available on-site and can be booked through the Secure Parking website – [Zenith Centre Car Park – Secure Parking](#). The carpark opens at 6am and closes at 7pm. Please note you can **only** book parking in advance online. There is no option to get a ticket or enter on the day without a booking.



Once you have booked your parking, you will receive an email with a QR code and a 6 digit PIN. Simply locate the blue Secure Zenith car park sign, located on McIntosh St., directly below Pacific Highway.

To enter the Zenith Centre car park, use either the QR code or PIN on the screens at the boomgates. You can park in casual parking on either level B3 or B5. Please note to park in a space that is not reserved, i.e. does not have signage.

Access to building

Our building and bathroom facilities are wheelchair accessible.



What to expect



There is information on the Aspect website that may help you with your visit to our office, including our short videos on [what to expect when getting an assessment](#). You can even read up on the [types of assessments](#) to help you understand the differences.

Duration

- Autism assessments: 10 am – 3pm
- ADHD assessments: 10 am – 3pm
- Autism + ADHD: conducted over 2 days
- Cognitive assessments: half day (3 to 4 hours)
- Autism + cognitive: 10am – 4:30 (can also be done over 2 days)

Break times

There are breaks throughout the day and you have approximately 30 – 60 minutes for lunch. Please note we can work with you around timings that suit you best.

Who can attend

- Both parents or a support person/case worker can be present for the assessment. It can be a very long day, for this reason, parents should refrain from bringing siblings or extended family in order to minimise distractions for the participant.
- If the assessment is for a child, they will be in the waiting room for extended periods of time while the clinician questions and/or debriefs the parent/carer. If the child is too young to be left unattended, we recommend someone being present to supervise your child. No supervision is provided by Aspect.
- If bringing someone to supervise your child is not possible, the family can complete the parents interview and feedback components of the assessment via telehealth, so that it can be completed from their home rather than needing to wait in the office. This needs to be arranged and discussed in advance with the clinician.



When to arrive

Time

We recommend you arrive 15 minutes prior to your appointment time to sign-in to reception and for our staff to familiarise you with the building amenities.

How to register attendance

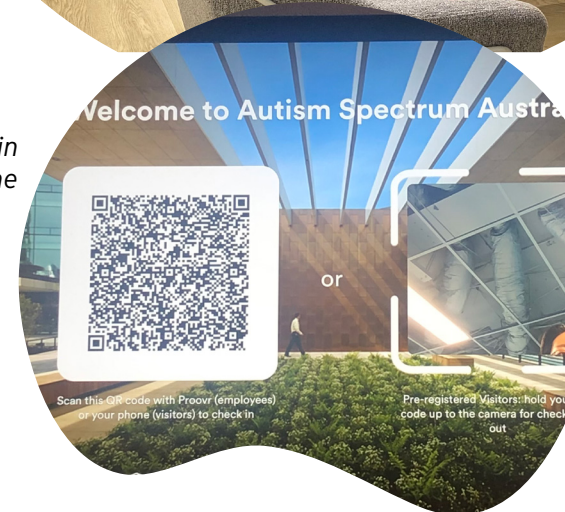
Every visitor must check-in to the Aspect office. You will be asked to register your name, the time you arrive and the name of the Aspect staff you are visiting. At the end of the day, you will also be required to register the time you checked out.

Who will meet you

You will be met by the clinician who will be performing your assessment.



Aspect reception



Check-in machine

What to bring

Previous reports

If you haven't already emailed them, please bring any relevant reports with you (e.g. reports from speech pathologist, occupational therapist, paediatrician, psychologist or psychiatrist).

Snacks

It can be a long day, we recommend you bring some snacks and your own lunch, although there are cafes near the office.

Things to occupy

- If you are a parent/carer attending for your child, the parent/carer question period and debrief can take anywhere from 1.5 to 3 hours. We recommend bringing some books, games, iPad etc. to occupy your child during breaks and the assessment debrief.
- If the child is too young to be left unattended in our waiting room, we recommend someone being present to supervise your child, as no supervision is provided by Aspect.

Facilities



Assessment rooms

Each assessment room has a dedicated waiting area with chairs and a television for anyone accompanying someone being assessed. Wi-Fi is available for Aspect guests.





Surrounding areas

There are café options near the Zenith Building and plenty more food and coffee offerings in the surrounding areas:



Apothecary café

Located within the atrium of the Zenith building, serving boutique coffee, breakfast options, smoothies and a lunch menu to suit all taste buds.



Apothecary café

Smaller location just opposite the Zenith building, serving boutique coffee, breakfast and lunch options, and various sweet treats.



Peabody Café

Located on McIntosh St, serving award winning Campos coffee and freshly made Artisan food.



Westfield Chatswood Shopping Centre

5 minutes walk and offers a range of food outlets and shops.



Prior to the assessment, our team will send you an online questionnaire to be filled out, and may require additional information. Specifically:

- » Assessment of adaptive functioning (everyday living skills and independence), completed via online questionnaire
- » Information from preschool or school staff (if required; gathered by questionnaire and/or phone call)

It's helpful if these can be completed before the assessment. However, if you have questions or difficulty filling in the questionnaire, the psychologist can assist you on the day completing it.

Diagnosis

On the day

- The assessment process
 - » We use a range of assessment tools and approaches to conduct a comprehensive assessment. It involves a combination of interaction with the individual, administration of standardised assessment tools, observation, and clinical interviews with the individual and/or their parents and other relevant contacts. The exact assessment tools used depend on the age of the participant and their individual needs.
 - » Following the assessment, the clinician will provide feedback outlining the assessment outcomes, including an opportunity for questioning and clarification, as well as recommendations for services that will best serve the individual needs of the person.
- Working with an interpreter
 - » If you identified the need for an interpreter when you booked your visit, Aspect will organise an interpreter to be onsite or available via phone.
- Assessment report
 - » You will receive a full report within 4 to 6 weeks of the assessment date. The report is sent to the individual or their representative via a password protected word document.
- Supports moving forward
 - » At the end of the feedback session, or upon receiving the written report, you may have further questions for the clinician. If this is the case, you should always contact the clinician again, and have your queries addressed. Sometimes it can be hard to take in all of the information provided at once, so don't hesitate to contact the clinician if you need to.

Payment of the assessment



Now that your appointment has been scheduled, you will receive the invoice (along with the appointment information and the service agreement).

Full payment is due 7 days before the assessment appointment. If payment is not received, the assessment may be postponed to allow further time for the payment to be made.

- If payment is paid within **7 days of booking** the appointment, then a 5% discount applies.
- All payment terms are outlined on the invoice, as is how to pay.
- Participants aged under 25 years may be eligible for a Medicare rebate on assessment fees (for autism assessment only). This rebate is claimable after the assessment (i.e. the individual, or their representative, must pay for the assessment in full and then make the claim for the rebate themselves). In order to access this rebate, the individual must have been directly referred to Aspect Assessments by a private pediatrician or child/adolescent psychiatrist prior to the day of the assessment. In addition, the pediatrician or psychiatrist must trigger the appropriate Medicare item (i.e. 110 through to 131) as part of the referral process.
- After the assessment is completed, the clinician will issue a receipt with the information to claim private health or Medicare (as relevant).
- If you would like to pay by instalments, please use the payment portal details found on your invoice to make regular payments. Please note, full payment is still due 7 days prior to the assessment appointment.



We look forward to welcoming you!

For more information contact

customerservice@aspect.org.au

1800 277 328

or go to our website aspect.org.au

a different
brilliant[®]

Understanding,
engaging and celebrating
the strengths, interests
and aspirations of people
on the autism spectrum.