

**Appendix to Autism Summer Employment Program: An Evaluation of a Community-Based Pilot Program**

Autism Summer Employment Program – Questionnaire Package

**Please complete this application form as fully as possible. All information will be held in confidence.**

<b>DEMOGRAPHIC INFORMATION:</b>		
Last Name:	First Name:	
Date of Birth:	Address:	
City:	Province:	Postal Code:
Home Phone #:	Cell Phone #:	
Email Address:		S.I.N. #:
Place an X beside the gender you identify with: <input type="checkbox"/> Male <input type="checkbox"/> Female Other: _____		
First Emergency Contact: Name: Phone #:	Second Emergency Contact: Name: Phone #:	
First Language:	Other Languages Spoken:	
Country of Origin:	Immigration Status: Are you a newcomer to Canada?: Yes <input type="checkbox"/> No <input type="checkbox"/> Arrival Date (dd/mm/yyyy): _____	
Relationship Stats: Single <input type="checkbox"/> Married <input type="checkbox"/> Common-Law <input type="checkbox"/> Other: _____		
Current Residential Situation: Family Home <input type="checkbox"/> Own Home <input type="checkbox"/> Relatives <input type="checkbox"/> Group Home <input type="checkbox"/> Other: _____		
If you are either currently or were in the past, part of the <i>Asperger Mentorship Program</i> at York University please indicate your mentor's name here:		
Are you currently receiving any supports or services from any other agencies? If yes, please describe:		

<b>HEALTH INFORMATION:</b>
Please indicate your primary diagnosis and other special needs:
Do you have a seizure disorder? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please describe (i.e., date of last seizure/frequency/type/specific times during the day/specific triggers/safety plan):
Do you have any allergies or dietary restrictions: Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please describe:
Do you have any other significant medical concerns?: Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please describe (i.e., diabetes, heart problems, blood pressure etc.):
<b>EMPLOYMENT/VOLUNTEER INFORMATION:</b>
Do you have a current resume?: Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you been previously employed? What type of job did you have? Did you like this job? What kind of work are you interested in now?
Do you have volunteer or co-op experience? Where? How long?
What kind of skills would you like to work on in this program?
Are there any other activities that are regularly scheduled that might interfere with your regular attendance at the weekly meetings?

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Education and Employment History Questionnaire

What is the highest level of education you have completed?

- |   |                                    |
|---|------------------------------------|
| 1. Graduate school or professional training | 4. Trades certificate/diploma      |
| 2. University/college graduate              | 5. High school diploma/certificate |
| 3. Some university/college                  | 6. Some high school or less        |

Current (or most recent) educational institution: \_\_\_\_\_

Number of years completed at current/most recent educational institution: \_\_\_\_\_

Current degree/diploma program:  
\_\_\_\_\_

Major area of study: \_\_\_\_\_ Minor area of study: \_\_\_\_\_

*Other comments about your educational history:* \_\_\_\_\_

Which of the following best describes your annual income before taxes?

- |                      |                        |                         |
|----------------------|------------------------|-------------------------|
| 1. Below \$5,000     | 5. \$20,000 - \$24,999 | 9. \$40,000 - \$44,999  |
| 2. \$5,000 - \$9,999 | 6. \$25,000 - \$29,999 | 10. \$45,000 - \$49,999 |





1.	I prefer to do things with others rather than on my own.	definitely agree	slightly agree	slightly disagree	definitely disagree
2.	I prefer to do things the same way over and over again.	definitely agree	slightly agree	slightly disagree	definitely disagree
3.	If I try to imagine something, I find it very easy to create a picture in my mind.	definitely agree	slightly agree	slightly disagree	definitely disagree
4.	I frequently get so strongly absorbed in one thing that I lose sight of other things.	definitely agree	slightly agree	slightly disagree	definitely disagree
5.	I usually notice car number plates or similar strings of information.	definitely agree	slightly agree	slightly disagree	definitely disagree
6.	When I'm reading a story, I can easily imagine what the characters might look like.	definitely agree	slightly agree	slightly disagree	definitely disagree
7.	I am fascinated by dates.	definitely agree	slightly agree	slightly disagree	definitely disagree
8.	In a social group, I can easily keep track of several different people's conversations.	definitely agree	slightly agree	slightly disagree	definitely disagree
9.	I find social situations easy.	definitely agree	slightly agree	slightly disagree	definitely disagree
10.	I would rather go to a library than a party.	definitely agree	slightly agree	slightly disagree	definitely disagree
11.	I find making up stories easy.	definitely agree	slightly agree	slightly disagree	definitely disagree
12.	I find myself drawn more strongly to people than to things.	definitely agree	slightly agree	slightly disagree	definitely disagree
13.	I am fascinated by numbers.	definitely agree	slightly agree	slightly disagree	definitely disagree
14.	When I'm reading a story, I find it difficult to work out the characters' intentions.	definitely agree	slightly agree	slightly disagree	definitely disagree
15.	I find it hard to make new friends.	definitely agree	slightly agree	slightly disagree	definitely disagree

16.	I notice patterns in things all the time.	definitely agree	slightly agree	slightly disagree	definitely disagree
17.	It does not upset me if my daily routine is disturbed.	definitely agree	slightly agree	slightly disagree	definitely disagree
18.	I find it easy to do more than one thing at once.	definitely agree	slightly agree	slightly disagree	definitely disagree
19.	I enjoy doing things spontaneously.	definitely agree	slightly agree	slightly disagree	definitely disagree
20.	I find it easy to work out what someone is thinking or feeling just by looking at their face.	definitely agree	slightly agree	slightly disagree	definitely disagree
21.	If there is an interruption, I can switch back to what I was doing very quickly.	definitely agree	slightly agree	slightly disagree	definitely disagree
22.	I like to collect information about categories of things (e.g. types of car, types of bird, types of train, types of plant, etc.).	definitely agree	slightly agree	slightly disagree	definitely disagree
23.	I find it difficult to imagine what it would be like to be someone else.	definitely agree	slightly agree	slightly disagree	definitely disagree
24.	I enjoy social occasions.	definitely agree	slightly agree	slightly disagree	definitely disagree
25.	I find it difficult to work out people's intentions.	definitely agree	slightly agree	slightly disagree	definitely disagree
26.	New situations make me anxious.	definitely agree	slightly agree	slightly disagree	definitely disagree
27.	I enjoy meeting new people.	definitely agree	slightly agree	slightly disagree	definitely disagree
28.	I find it very easy to play games with children that involve pretending.	definitely agree	slightly agree	slightly disagree	definitely disagree

Socialization Questionnaire

Please fill in this information and then read the instructions below.

**ALL INFORMATION REMAINS STRICTLY CONFIDENTIAL**

**How to fill out the questionnaire:**

Below is a list of statements. Please read each statement very carefully and rate how strongly you agree or disagree with it by circling your answer. There are no right or wrong answers, or trick questions.

**IN ORDER FOR THE SCALE TO BE VALID, YOU MUST ANSWER EVERY QUESTION.**

Examples

- |   |   |   |  |  |
|---|---|---|--|--|
| E1. I would be very upset if I couldn't listen to music every day.                  | strongly agree                                  | <input checked="" type="radio"/> slightly agree | slightly disagree                                  | strongly disagree                                  |
| E2. I prefer to speak to my friends on the phone rather than write letters to them. | strongly agree                                  | slightly agree                                  | slightly disagree                                  | <input checked="" type="radio"/> strongly disagree |
| E3. I have no desire to travel to different parts of the world.                     | <input checked="" type="radio"/> strongly agree | slightly agree                                  | slightly disagree                                  | Strongly disagree                                  |
| E4. I prefer to read than to dance.   | strongly agree                                  | slightly agree                                  | <input checked="" type="radio"/> slightly disagree | strongly disagree                                  |

1.	I can easily tell if someone else wants to enter a conversation.	strongly agree	slightly agree	slightly disagree	strongly disagree
2.	I find it difficult to explain to others things that I understand easily, when they don't understand it first time.	strongly agree	slightly agree	slightly disagree	strongly disagree
3.	I really enjoy caring for other people.	strongly agree	slightly agree	slightly disagree	strongly disagree
4.	I find it hard to know what to do in a social situation.	strongly agree	slightly agree	slightly disagree	strongly disagree
5.	People often tell me that I went too far in driving my point home in a discussion.	strongly agree	slightly agree	slightly disagree	strongly disagree
6.	It doesn't bother me too much if I am late meeting a friend.	strongly agree	slightly agree	slightly disagree	strongly disagree
7.	Friendships and relationships are just too difficult, so I tend not to bother with them.	strongly agree	slightly agree	slightly disagree	strongly disagree
8.	I often find it difficult to judge if something is rude or polite.	strongly agree	slightly agree	slightly disagree	strongly disagree
9.	In a conversation, I tend to focus on my own thoughts rather than on what my listener might be thinking.	strongly agree	slightly agree	slightly disagree	strongly disagree
10.	When I was a child, I enjoyed cutting up worms to see what would happen.	strongly agree	slightly agree	slightly disagree	strongly disagree
11.	I can pick up quickly if someone says one thing but means another.	strongly agree	slightly agree	slightly disagree	Strongly disagree
12.	It is hard for me to see why some things upset people so much.	strongly agree	slightly agree	slightly disagree	Strongly disagree
13.	I find it easy to put myself in somebody else's shoes.	strongly agree	slightly agree	slightly disagree	strongly disagree
14.	I am good at predicting how someone will feel.	strongly agree	slightly agree	slightly disagree	Strongly disagree
15.	I am quick to spot when someone in a group is feeling awkward or uncomfortable.	strongly agree	slightly agree	slightly disagree	strongly disagree



16.	If I say something that someone else is offended by, I think that that's their problem, not mine.	strongly agree	slightly agree	slightly disagree	Strongly disagree
17.	If anyone asked me if I liked their haircut, I would reply truthfully, even if I didn't like it.	strongly agree	slightly agree	slightly disagree	strongly disagree
18.	I can't always see why someone should have felt offended by a remark.	strongly agree	slightly agree	slightly disagree	strongly disagree
19.	Seeing people cry doesn't really upset me.	strongly agree	slightly agree	slightly disagree	strongly disagree
20.	I am very blunt, which some people take to be rudeness, even though this is unintentional.	strongly agree	slightly agree	slightly disagree	strongly disagree
21.	I don't tend to find social situations confusing.	strongly agree	slightly agree	slightly disagree	strongly disagree
22.	Other people tell me I am good at understanding how they are feeling and what they are thinking.	strongly agree	slightly agree	slightly disagree	strongly disagree
23.	When I talk to people, I tend to talk about their experiences rather than my own.	strongly agree	slightly agree	slightly disagree	strongly disagree
24.	It upsets me to see an animal in pain.	strongly agree	slightly agree	slightly disagree	strongly disagree
25.	I am able to make decisions without being influenced by people's feelings.	strongly agree	slightly agree	slightly disagree	strongly disagree
26.	I can easily tell if someone else is interested or bored with what I am saying.	strongly agree	slightly agree	slightly disagree	strongly disagree
27.	I get upset if I see people suffering on news programmes.	strongly agree	slightly agree	slightly disagree	strongly disagree
28.	Friends usually talk to me about their problems as they say that I am very understanding.	strongly agree	slightly agree	slightly disagree	strongly disagree
29.	I can sense if I am intruding, even if the other person doesn't tell me.	strongly agree	slightly agree	slightly disagree	strongly disagree
30.	People sometimes tell me that I have gone too far with teasing.	strongly agree	slightly agree	slightly disagree	strongly disagree

31.	Other people often say that I am insensitive, though I don't always see why.	strongly agree	slightly agree	slightly disagree	strongly disagree
32.	If I see a stranger in a group, I think that it is up to them to make an effort to join in.	strongly agree	slightly agree	slightly disagree	strongly disagree
33.	I usually stay emotionally detached when watching a film.	strongly agree	slightly agree	slightly disagree	strongly disagree
34.	I can tune into how someone else feels rapidly and intuitively.	strongly agree	slightly agree	slightly disagree	strongly disagree
35.	I can easily work out what another person might want to talk about.	strongly agree	slightly agree	slightly disagree	strongly disagree
36.	I can tell if someone is masking their true emotion.	strongly agree	slightly agree	slightly disagree	strongly disagree
37.	I don't consciously work out the rules of social situations.	strongly agree	slightly agree	slightly disagree	strongly disagree
38.	I am good at predicting what someone will do.	strongly agree	slightly agree	slightly disagree	strongly disagree
39.	I tend to get emotionally involved with a friend's problems.	strongly agree	slightly agree	slightly disagree	strongly disagree
40.	I can usually appreciate the other person's viewpoint, even if I don't agree with it.	strongly agree	slightly agree	slightly disagree	strongly disagree

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### **Job Readiness Questionnaire**

**KEY:**

1	2	3	4	5
Strongly Disagree	Disagree	Somewhat Agree/Disagree	Agree	Strongly Agree

**Rate your ability/skills in the following areas:**

<b>LONG-TERM AND SHORT-TERM JOB GOALS</b>					
I am certain about my long-term career <i>interests</i> .	1	2	3	4	5
I am certain about my long-term career <i>goals</i> .	1	2	3	4	5
I know the type of long-term employment I would be good at based on my skills.	1	2	3	4	5
I know the steps I need to take to achieve my long-term career goals.	1	2	3	4	5



I am confident in my ability to manage a situation in which I feel my employee rights are being violated.	1	2	3	4	5
I know how to disclose my diagnosis to an employer (if I make the choice to do so).	1	2	3	4	5
I am confident in my ability to disclose my diagnosis to an employer (if I make the choice to do so).	1	2	3	4	5
I am comfortable disclosing my diagnosis to an employer (if I make the choice to do so).	1	2	3	4	5
I know how to ask for reasonable accommodations from an employer.	1	2	3	4	5
I am aware of what is expected of me in the workplace in regards to attendance and punctuality.	1	2	3	4	5
I am aware of what is expected of me in the workplace in regards to appearance.	1	2	3	4	5
I am aware of what is expected of me in the workplace in regards to my attitude.	1	2	3	4	5

**KEY:**

1	2	3	4	5
Strongly Disagree	Disagree	Somewhat Agree/Disagree	Agree	Strongly Agree

**Rate your ability/skills in the following areas:**

<b>ON-THE-JOB COMMUNICATION AND SOCIAL SKILLS</b>					
I know how to communicate my needs to my employer and/or co-worker(s) (e.g., ask for help).	1	2	3	4	5
I am confident in my ability to understand verbal cues given by my employer and/or co-worker(s).	1	2	3	4	5
I am confident in my ability to understand non-verbal cues given by my employer and/or co-worker(s)	1	2	3	4	5
I know how to listen to and make changes based on constructive criticism from my employer.	1	2	3	4	5
I know how to ask for further direction(s) once a task is complete.	1	2	3	4	5
I know how to manage conflict with my employer and/or co-worker(s).	1	2	3	4	5
I am confident in my ability to manage conflict with my employer and/or co-worker(s).	1	2	3	4	5
I have had good relationships with my employer and/or co-workers in the past.	1	2	3	4	5
I know how to give notice to my employer when I want to terminate my employment.	1	2	3	4	5
I know how to ask for a reference from an employer.	1	2	3	4	5
<b>JOB-RELATED CONFIDENCE</b>					
I am confident in my ability to perform well at a job.	1	2	3	4	5
I am confident in my ability to follow instructions from my employer and/or co-workers.	1	2	3	4	5
I am confident in my ability to work independently on the job.	1	2	3	4	5
I am confident in my time management skills on the job.	1	2	3	4	5

I am confident in my organizational skills on the job.	1	2	3	4	5
I am confident in my ability to multi-task on the job.	1	2	3	4	5
I am confident in my ability to complete tasks from start to finish on the job.	1	2	3	4	5
I am confident in my ability to manage stressful situations on the job.	1	2	3	4	5
I feel that I am able to perform as well at a job as most other people.	1	2	3	4	5
I feel that I have a number of good qualities to offer an employer.	1	2	3	4	5

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**Student Program Satisfaction Questionnaire**

I found the employment program to be enjoyable:

1	2	3	4	5
Strongly Disagree	Disagree	Somewhat Agree/Disagree	Agree	Strongly Agree

I found the employment program to be useful:

1	2	3	4	5
Strongly Disagree	Disagree	Somewhat Agree/Disagree	Agree	Strongly Agree

As a result of participating in this employment program, I feel my job-related knowledge has been enhanced:

1	2	3	4	5
Strongly Disagree	Disagree	Somewhat Agree/Disagree	Agree	Strongly Agree

As a result of participating in this employment program, I feel my job-related skills have been enhanced:

1	2	3	4	5
Strongly Disagree	Disagree	Somewhat Agree/Disagree	Agree	Strongly Agree

I thought the style and/or format of the employment program was effective:

1	2	3	4	5
Strongly Disagree	Disagree	Somewhat Agree/Disagree	Agree	Strongly Agree

I would recommend this employment program to other students looking for jobs:

1	2	3	4	5
Strongly Disagree	Disagree	Somewhat Agree/Disagree	Agree	Strongly Agree

What have you gained from participating in this employment program? \_\_\_\_\_

In what ways could the employment program be improved? \_\_\_\_\_

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### Student Progress Report

Please complete the following report each time you provide support for a student in the Asperger Summer Employment Program.

Top of Form

Meeting Date

Meeting Location (if applicable)

Participant Initials

Workforce Specialist

### Meeting Type

- Contact with student
- Contact with employer
- Job development (i.e., completed by workforce specialist on behalf of student)
- Group workshop

### Meeting Format

- In person
- Phone conversation
- Text message
- Email
- Job Site Visit
- Not applicable

### Meeting Length

- 0-15 minutes
- 15-30 minutes
- 30-45 minutes
- 45-60 minutes
- 60-75 minutes
- 75-90 minutes
- 90+ minutes

### Meeting Topics

- Long-term goals (i.e., career goals)
- Short-term goals (i.e., summer employment)

- Job-seeking skills
- Interview skills
- Employee rights and responsibilities
- Communication and social skills
- Job-related confidence
- AS-related information
- Mental health concerns
- Other

Please rate the student in the following areas:

	Poor	Okay	Good	Excellent	N/A
Punctuality					
Hygiene					
Mood					
Motivation					
Preparation					

Actions (i.e., what was completed/accomplished?)

Plan (i.e., next steps, to-do, next meeting)

Additional Notes/Comments about the meeting

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### **Employer Performance Evaluation**

**We appreciate your feedback. This information will be kept confidential and will not be shared with the employee/volunteer. Your feedback is valuable to improve our employment program.**

Relationship to employee/volunteer: \_\_\_\_\_ # weeks evaluation is based: \_\_\_\_\_

Please check the appropriate sector of your job site:

**Administrative/Office**                       **Factory/Warehouse**                       **Retail/Sales**  
 **Community Services**                       **Financial**                       **Computer/IT**  
 **Government**                       **Healthcare**                       **Other: \_\_\_\_\_**

Size of job site:  **Small (< 20 employees)**     **Medium (20-150)**     **Large (> 150 employees)**

**Please rate the employee/volunteer based on a comparison to a typical competitive worker:**

1                      2                      3                      4                      5  
 Unsatisfactory    Poor                      Fair                      Good                      Excellent

Attendance and punctuality	1	2	3	4	5	N/A
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Never

Sometimes

Always

Comments: \_\_\_\_\_

**Would you consider this person as a candidate for future employment with your company?**

Yes \_\_\_\_\_

No \_\_\_\_\_

Maybe \_\_\_\_\_

Comments: \_\_\_\_\_

**Thank you for completing this form!**

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