



Partner-Assisted Audit Instructions

Partner-assisted audits are environmental audits completed by a learner with the support of a partner. The partner can help the learner in various ways—taking notes, helping to navigate the venue, clarifying expectations, etc.

For Partners:

Before the audit

1. Review the audit form and instructions with the learner you are assisting.
2. Help them understand the categories covered by the audit.
3. Encourage the learner to express their opinions freely and remind them there are no wrong answers.
4. If the learner you are assisting needs accommodation, contact the location in advance to make sure they offer it.

During the audit

1. Take your time walking through the location. Take breaks as needed.
2. Work with the learner to complete the audit form.
3. Assist the learner notice their senses and add pertinent notes to the audit form.
4. If it helps the learner, encourage them to take pictures to explain their thoughts. They can take pictures of things they like and don't like, or of things they think the location should change.

Reporting the Audit

1. Talk with the learner about the location you audited. Does the learner think the location should change anything? What should stay the same?
2. Write all comments and notes on the audit form, using detailed responses when appropriate.
3. If you or the learner took pictures, attach them to the audit form with explanations, when possible.
4. When the learner has completed the audit, give the audit form to a store manager or the person who asked the learner to complete the audit.



For Learners:

Before the audit

1. Look at the different parts of the audit form.
2. Ask your partner to help explain any parts you don't understand.
3. If you need a special accommodation, contact the location to make sure they offer it. Ask for help from your partner, if needed.

During the audit

1. Take your time walking through the location. Take breaks if you need to.
2. Follow the directions of the audit form with your partner.
3. Pay attention to your senses and communicate your thoughts to your partner.
4. If it helps to take pictures to explain your thoughts, please do. You can take pictures of things you like and don't like, or of things you think the location should change.

Reporting the Audit

1. Think about liking the location you audited. Should they change anything?
2. Try to think of examples of things you liked and did not like. Write, draw, or ask your partner to put those things on the audit form.
3. If you took pictures, attach them to the audit form with explanations, when possible. Ask for help, if needed.
4. If a partner went to the location with you for the audit, you or they may add their feedback if you'd like.
5. When you are done with the audit, give the audit form to a store manager or the person who asked you to complete the audit.

Autism Community Audit

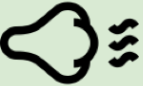


Auditor(s): _____

Place: _____




Date: _____

Weather & Circumstances: _____




Crowds: _____

SMELL				
What to think about:	Yes [2]	Kind of [1]	No / NA [0]	Notes:
 <p>Does this place smell like you think it should? - Smell for: food, cars, cleaners</p>				
<p>Do the smells stay in the correct places? - Smell for: the bathroom, food court, animals, garbage</p>				
<p>Are the smells from other people just about right? - Smell for: perfumes, body odor, deodorant</p>				
Totals:				Total Smell Score =
 <p>Photo: the smelliest place or a place that smells drift from</p>	 <p>Photo: smells you like or don't like</p>			




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SIGHT					
What to think about:	Yes [2]	Kind of [1]	No / NA [0]	Notes:	
<div style="text-align: center; margin-bottom: 10px;"></div> Is this place organized and clutter-free? - Look for: storage, decorations, displays					
Is the lighting just about right? - Look for: fluorescent or natural, shadows, brightness					
Are the people who work there easy to find? - Look for: uniforms, name tags					
Totals:					Total Sight Score =
<div style="text-align: center; margin-bottom: 10px;"></div> Photo: a place that looks good, clean, neat, or organized to you	<div style="text-align: center; margin-bottom: 10px;"></div> Photo: lighting that you do or do not like				





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MOVEMENT					
What to think about:	Yes [2]	Kind of [1]	No / NA [0]	Notes:	
<div style="text-align: center; margin-bottom: 10px;">  </div> Is it easy to move through this place? - Look for: a clear path to walk, things on the floor					
Is the crowd size just about right?					
Does the place help people who have difficulty moving their body? - Look for: rails to grab in areas like stairs and wide hallways - Look for: places to sit and rest					
Totals:				Total Movement Score =	
<div style="text-align: center; margin-bottom: 10px;">  </div> Photo: a place that you had to walk through	<div style="text-align: center; margin-bottom: 10px;">  </div> Photo: an obstacle or something in your path that you had to walk around				



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HEARING					
What to think about:		Yes [2]	Kind of [1]	No / NA [0]	Notes:
 <p>Is the noise just about right?</p> <ul style="list-style-type: none"> - Listen for: carpets, echoes, and equipment sounds 					
	<p>Does this place help people who are sensitive to sound?</p> <ul style="list-style-type: none"> - Listen for: quiet spots, loud noise warnings, headphones 				
	<p>Are the sounds from people just about right?</p> <ul style="list-style-type: none"> - Listen for: loud voices, shouting 				
Totals:					Total Hearing Score =
<p>Photo: the loudest place</p> 		<p>Photo: the quietest place</p> 			

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TOUCH					
	What to think about:	Yes [2]	Kind of [1]	No / NA [0]	Notes:
	Is there comfortable seating and different seating choices? - Look for: places to sit on the floor, has cushions				
	Does this place help people who are (or not) sensitive to touch? - Look for: signs for areas that are wet, hot, delicate - Look for: sensory objects that people can touch				
	If service involves touch, is the purpose and reason clear?				
Totals:					Total Touch Score =
	Photo: seating or anything your body had to touch				Photo: a place that was hot, cold, wet, humid, or air was blowing

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COMMUNICATION					
What to think about:	Yes [2]	Kind of [1]	No / NA [0]	Notes:	
Is it easy to enter and exit the place? - Look for: parking, people waiting in line, enter/exit signs					
Is the signage clear? - Are instructions and rules easy to follow?					
Does communication come in different options? - Look for: symbols, pictures, signs, and auditory aids					
Is it easy to talk and share with others at this place?					
Are expectations clear? - Do most people know what to do? - Do you know how to participate and engage?					
Totals:				Total Communication Score =	
 <p>Photo: signs that were or were not helpful</p>	 <p>Photo: a way to engage or participate with others or the experience</p>				

Autism Community Audit

Scoring Chart	Total Score #
Smell	
Sight	
Movement	
Auditory	
Touch	
Communication	
Overall Audit Score:	
Audit Score Range:	☆☆☆☆☆

Overall Audit Score Ranges	
Very Unsupportive ☆☆☆☆☆	0-8
Unsupportive ☆☆☆☆☆	9-16
Moderately supportive ☆☆☆☆☆	17-24
Supportive ☆☆☆☆☆	25-32
Very Supportive ☆☆☆☆☆	33-40