

LEAF Scale – Permission and Use

- Professional Qualifications of LEAF Users
 - One of the following three types of qualifications is required to receive permission to use the LEAF:
 - Faculty members engaged in appropriate, approved research following legal and ethical principles within their scope of expertise.
 - Clinical health care professionals holding a valid license to practice in a health-related field for which use of the LEAF falls within the scope of practice.
 - Clinical educational professionals holding a valid license for which the LEAF falls within the scope of practice.
 - Individuals who do not fall into one of the categories above may request special permission from the LEAF author after providing an explanation and scope of use. These exceptions are expected to be rare.
 - Students may use the LEAF only under the supervision of a qualified professional who has permission to use the LEAF. The supervising professional must request use of the LEAF and retains responsibility for following these guidelines.
- Permission to Use
 - For permission to use the LEAF, please send an email to the scale author (William Kronenberger, Ph.D.) at wkronenb@iupui.edu. The email must include the following elements:
 - Name, Degree, Location (country and state/province/city)
 - For Faculty Members: Current Academic Institution and Department, Academic Rank, and Field of Expertise (e.g., Psychology, Pediatrics, Speech-Language Pathology, etc.).
 - For Licensed Health Care or Clinical Educational Professionals: Licensed Profession (e.g., Speech-Language Pathologist, Physician, Clinical Psychologist, School Psychologist, etc.), and License Number and Jurisdiction (State, Country) or Certification Number and Organization.
 - The request for permission to use the LEAF scale must include the exact sentence: “I agree to abide by the LEAF Scale Permission and Use document as posted on Dr. Kronenberger’s website.” By sending this information, you agree to abide by all conditions below.
 - After receiving permission to use from the scale author, William Kronenberger, Ph.D. (wkronenb@iupui.edu), the requesting individual may use and reproduce the LEAF scale for clinical and research purposes, with the following limitations:
 - The user may not alter the LEAF scale without additional permission from the scale author.
 - The user may not post or distribute the scale in an electronic format without additional special permission from the scale author. This includes not copying, administering, or posting the LEAF online for any purpose (including but not limited to clinical or research purposes). If you are interested in using the LEAF in an online administration format, you may send a separate request to the scale author at wkronenb@iupui.edu. Permission to use the LEAF online, if granted, will be for a fixed number of participants for a specific purpose and a limited time.
 - Distribution of the LEAF to any other individual or organization requires additional permission. In almost all cases, that other individual or organization will be required to directly request permission to use the LEAF from the scale author.
 - Use of the LEAF in a for-profit endeavor such as a clinical trial by a for-profit organization requires additional permission.
 - The user must be appropriately qualified for use of the scale (see below).

- Any additional permissions should be sought by contacting the scale author at wkronenb@iupui.edu.
- Please provide appropriate citations to LEAF scale articles if the LEAF is being used for research purposes.
- Translation of the LEAF
 - Translation of the LEAF into any language other than English may be performed only after receiving specific permission from the scale author to create a translation.
 - A copy of the final translated version of the LEAF must be sent to the scale author at his email address. The LEAF author retains permission to use or distribute the translated version.
 - Translated versions of the LEAF may not be distributed to any other individual or organization without permission of the scale author.
 - The process of translation must follow the guidelines of the World Health Organization (see https://www.who.int/substance_abuse/research_tools/translation/en/) and the International Test Commission (ITC Guidelines for Translating and Adapting Tests).
 - Evaluation of the adequacy of the final translated version is the responsibility of the LEAF user.
- Appropriate use of the LEAF scale
 - Users of the LEAF scale are expected to follow rules for test user qualifications and test use as described by organizations such as the American Psychological Association.
 - Clinical users of the LEAF scale should follow standards for use of behavior checklists to enhance clinical work. These standards generally recommend that behavior checklists be used to augment clinical care and not to substitute for other methods of evaluation. In particular, it is generally accepted that behavior checklists should not substitute for interview and other methods of direct observation/evaluation as a part of the diagnostic process.
 - Users of the LEAF scale should be familiar with scale research and psychometrics. Please consult our research for information about scale development and psychometrics.
- General Notes on Interpretation
 - A large body of research has demonstrated that executive functioning abilities are distributed on a continuum in the population. Therefore, LEAF raw scores can be interpreted as ordinal- or interval-level data.
 - Nevertheless, we recognize the need for some benchmark values to assist in understanding LEAF scores. Please see the LEAF Scoring and Interpretation rules for further information.
- For any additional questions or information (including permission to use the LEAF scale), please contact the scale author, William Kronenberger, Ph.D. (wkronenb@iupui.edu).