Name of Activity: Demonstration of COS Team Discussion Activity

Preparation Time: 1 hour

Activity Time: 40- 50 minutes

Preparation:

1. Prior to the training, contact either the training coordinator or participants and request that 1-3 participants come prepared to share assessment information about a child with whom they work. The purpose of this preparation is to have a description of and discussion about a real child's skills and behaviors in each of the three child outcome areas that will result in determining a rating for the child in each area. The following paragraph may be used to explain the activity to others:

   "Please come prepared to discuss and describe the functioning of at least one child with whom you work, who has entered services in the last 2 or 3 months, and whom you know fairly well. Bring any information you have about the child or children, including recent assessment data, observation notes, or other records that might help you remember and think about the child's functioning. We will be using the example in an exercise to practice thinking about the child's social relationships, learning and problem solving, and ability to get his or her needs met across various settings. You will NOT be sharing the records or any written materials with others, so one copy is enough, and you may remove the child's name from any files you bring if you are worried about revealing confidential information."

2. In order to ensure that the activity will go smoothly, the trainer should consider the following for the selection of the children:

   o Try to have a variety of examples with regard to functioning (i.e. it helps the group understand the whole scale if examples include a child that is lower functioning, a child that is higher functioning, and a child that may falls somewhere in between);
   o Encourage providers to bring an example where they know the child and have worked with the child personally (helpful but not necessary); and
   o Try to have a variety of examples, including ones in which the child has been recently assessed and has not been in the program for much longer than the state's "near entry" definition, ones where the child is close to exit, and ones that vary in age and abilities.

3. Print *"COS Discussion Prompts"*, *"Decision Tree"*, *"Rating Scale Definitions"* and *"Sample Script for Team Discussion"* and copy for each participant.

4. Print a copy of *"Guidance for COS Team Discussion Activity"* and have available as a resource for the trainers.

Activity Instructions:

1. Invite one provider to verbally share their assessment information. Ask the provider to share a little bit about the child/case they brought (e.g. chronological age, reason for referral, etc.) with the large group.
2. Next, ask the provider to focus in on outcome one and tell the large group about how the child functions with regard to outcome 1. Remind them what outcome 1 includes (refer back definitions used previously in the training if appropriate).
3. When the provider is done with basic information about the outcome, ask the whole group, "What else do you want to know about this child's social relationships?" If needed, prompt them to ask about:
   - Formal assessment scores; items relevant to this outcome only
   - Observation
   - Family input (parents, grandparents, siblings)
   - Other providers' input (child care)
   - Functioning across different settings and situations – grocery store, neighborhood, family events, school, playground, etc.
5. Facilitate a full group discussion until enough information has been shared to support a rating. Then ask participants if they are ready to start talking about how the child's functioning compares to age expectations for this outcome area. **Don't let participants rush to a number.** Consider which of the child's functioning falls in the foundational, immediate foundational and age-expected categories of development. Use resources (i.e. crosswalks, age anchoring materials) as available.   Chart the group's responses on flip chart paper.
6. When the group is ready, use the *"Decision Tree"* and *"Rating Scale Definitions"* to facilitate a group discussion of the rating. Start with, "Does the child ever function in ways that would be considered age-appropriate with regard to this outcome?" Then follow this process:
   - As participants respond, ask them what they heard that led them to that answer (their rationale); ask for examples of the child's functioning that were or were not age appropriate. Remind them of examples you heard if they don't mention some you think are important.
   - Remind the group of the child's chronological age and ask the group what we would expect for a child that age.
   - Remind the group to think across settings and situations.
   - **Determine the rating.**
7. Repeat 3-6 with outcome 2
8. Repeat 3-6 with outcome 3
9. Review the 3 ratings. Ask the group for general comments about the rating process.

Note: if participants have difficulty reaching consensus, refer to the *"Guidance for COS Team Activity Discussion"*. This document contains questions and prompts to guide the discussion and to facilitate the rating process.