

**Name of Activity:** Small Group COS Process Practice Activity

**Preparation Time:** 1 hour

**Activity Time:** 30 - 40 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 the 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. Print the "Child Outcomes Summary (COS) Form", "Instructions on the Use of the COS Form", "Decision Tree" and the "COS Discussion Prompts". Copy for each participant.

**Activity Instructions:**

1. Divide the group into small groups of 4 or 5.
2. For the first 20 – 30 minutes, instruct the group to do the following:
  - a. The individual(s) who brought assessment information will verbally present information about the child with whom s/he works to their small group.
  - b. The group will discuss the child's skills and behaviors in each outcome area relative to age expectations. Encourage the groups to use the COSF Discussion Prompts to get additional information as needed.
  - c. The group will collaborate to determine the COS ratings in each outcome area.
3. In the remaining 10 – 20 minutes, debrief as a large group. Ask the small groups to share information about their group process (i.e. what was easy? What was hard?). **Note:** During the debrief, it may be helpful to remind participants that in an actual team meeting to determine COS ratings, all team members at the table would know something about the child's skills and abilities.