**Making Mid-Course Adjustments**

**Scenario: Implementation or Process Evaluation**

**A. Implementation Activities, Steps and Timelines**

**INSTRUCTIONS: Use section “A. Implementation Activities, Steps and Timelines” as a resource for your table discussion. When discussing the evaluation data and the questions assigned to your table, you will need to determine if changes to the steps and timelines in this section are needed.**

SSIP Activity: State X has included an activity in their SSIP related to supporting providers in implementing high quality child outcomes summary (COS) rating processes. The steps and timelines they identified to carry out this activity include:

|  |  |
| --- | --- |
| Steps | Timelines |
| 1. Review and incorporate State X’s requirements, tools and materials related to the COS process into the COS modules developed by ECTA/DaSy. 2. Modify existing local contracts to require all early intervention providers statewide to complete COS training modules according to scale up plan being developed. 3. Develop a mechanism to track provider completion of COS training modules. 4. Develop pre- post- test for use when practitioners complete COS modules. 5. Modify family survey to incorporate a question related to their level of understanding of the COS process. 6. Select coaches to support practitioners implementation of COS practices in implementation sites. 7. Develop scale up plan including sites and timelines for implementing COS training statewide beyond initial implementation sites. 8. Adapt COS-Team Collaboration Tool Kit for use in determining implementation of the COS process with fidelity. 9. Train coaches for implementation sites on COS modules and coaching practices. 10. Implement the COS training modules initially with providers in initial implementation sites. 11. Provide coaching to practitioners in initial implementation sites to support implementation of the COS process and practices with fidelity. 12. Scale up of implementation of COS training modules according to scale up plan until all providers statewide have completed the COS modules. | April thru August 2016  April thru May 2016  May thru August 2016  May thru August 2016  May thru August 2016  May thru July 2016  May thru August 2016  May thru August 2016  Oct 2016 thru June 2018  Nov thru Dec 2016  Nov 2016 and ongoing  April 2017 to June 2018 |

The state completed steps 1 thru 10 according to timelines and initiated implementation of the COS training modules in the 5 initial implementation sites in November 2016. Coaching was initiated to practitioners in the implementation sites in November to support them in implementing the COS process and practices with fidelity (Step 11). Scale up (step 12) has not been initiated.

**Making Mid-Course Corrections**

**Scenario**

**B. Implementation or Process Evaluation:**

**INSTRUCTIONS: Review and discuss the results and information related to Performance Indicators #1 and #2 as outlined below using the questions on the Discussion Worksheet as a guide. (See instructions on the Discussion Worksheet for more details.)**

The state evaluated the implementation of the COS training modules in accordance with their evaluation plan as follows:

| **Step** | **Performance indicators** | **Measurement/Data Collection Method** | **Timeline** | **Summary of Evaluation Data** |
| --- | --- | --- | --- | --- |
| **Support providers in implementing high quality child outcomes summary (COS) rating processes** | **1. 100% of coaches complete the COS and coaching practices training** | **List of coaches completing the COS and coaching practices training compared to list of coaches** | **October 2016 for initial implementation sites** | **October 2016 data:**  **95% of coaches completed the COS and coaching practices training** |
|  | **2. 95% of coaches report feeling comfortable with coaching providers on the COS.** | **Follow-up survey to coaches training** | **December 2016 for initial implementation sites** | **December 2016 data:**  **82% of coaches reported feeling completely comfortable in coaching providers. Comments included:**  **“I worry that my knowledge of child development isn’t strong enough to help others make difficult decisions.”**  **“What do I do if a provider is uncooperative or angry?”**  **“I thought I understood the COS decision tree but I don’t feel comfortable explaining how to use it”.** |
|  | 3. 100% of staff complete the COS training | List of staff completing COS Modules compared to list of staff in implementation sites | January 2017 for initial implementation sites  Ongoing during statewide scale up | January 2017 data:  98% of staff in implementation sites completed the COS training |
|  | 4. 90% of implementation site participants rated the COS training modules as clear. | COS Module Evaluation survey (following completion of the module) | November 2016 thru January 2017  Ongoing thru scale up | January 2017 data:  77% of implementation site participants rated the COS training modules as clear or very clear. Specific comments included:   * Many participants stated that several state developed COS forms were missing from the training but were mentioned in the module. * Many participants reported that how to use the decision tree was not clearly explained. |