Ohio Child Outcome Summary Process Electronic "Binder"

Introduction

The Child Outcomes Summary (COS) process is a team-based process for summarizing information about a child's functioning in each of the three global child outcome areas: positive social-emotional skills, acquisition and use of knowledge and skills; and use of appropriate behavior to meet needs. The team considers multiple sources of information across settings and situations about the child's functioning in order to determine and report the child's rating. An abundance of resources exist to help teams navigate and implement the COS process. Ohio DODD administrators have provided programs with a curated list of resources to help teams engage in each step of the COS process.

Instructions

Use the resources below to prepare team members to collaborate effectively in the Child Outcome Summary process. The resource below were selected to help teams (1) prepare all members for the COS process; (2) discuss and make a team decision; (3) document and report the team decision; and (4) monitor the process to ensure fidelity to the process and high quality data. The purpose of each resource is described and is available through the hyperlink.

	Resources and Suggestions	Source
	Video from DaSy An online module is designed to prepare early intervention and early childhood special education staff to use the Child Outcomes Summary (COS) process to describe how children are doing with regard to each of the three global outcomes.	http://dasyonline.org/DaSyCOS2015
	Introducing the Child Outcome Summary Process to Families Talking points to assist teams in introducing the COS process to families. The talking point are designed to give an overview of the process and prepare the family for their participation in the process.	Prepared document completed
	A Family Guide To Participating in the Child Outcomes Measurement Process The booklet, developed by the ECTA and the National Parent Technical Assistance Center at the PACER Center, provides suggestions for families and parent centers about engaging families in the child outcomes measurement process.	http://www.pacer.org/publications/pdfs/ALL-71.pdf
Preparing for a Team Discussion	**Maryland Learning Links: Engaging Families in the COS Process** A set of videos (5-6 min in length) to help service providers develop a deeper understanding of engaging families in the COS process. The videos highlight (1) eliciting functional information from families; (2) the unique contributions of each team members; (3) anchoring discussions of children's strengths and needs in age expected development; and (4) collaborative decision-making on the COS ratings.	https://marylandlearninglinks.org/engaging-families/

Discussing and Making a Team Decision	**Discussing and Determining Child Outcomes Ratings** The guide provides prompts to elicit discussion that gathers information from all team members about the child's level of functioning during everyday activities and routines and provides prompts that lead to group consensus on a rating. The guide dovetails with the Team Summary for Global Outcomes.	Prepared document completed
	Larimer Age Anchoring Tools A chart that describes age-appropriate development relative to each of the three global child outcomes.	http://olms.cte.jhu.edu/data/ck/sites/4055/files/Larimer%20County%20Age%20Anchoring%20Tool.pdf
	Decision Tree for Summary Rating Discussions A flow chart that shows the decision making process for determining a rating.	http://ectacenter.org/~pdfs/eco/Decision_Tree.pdf
Reporting the Team Decisions	**IFSP COS Documentation Page** An example for how to document the COS discussion and rating on the Individualized Family Service Plan.	Ohio IFSP under development
Monitoring the Team Process and Data	**Local Child Outcomes Measurement Systems (L-COMS) Framework Assessment** A framework developed by ECTA and DaSy to assist local programs with a high quality child outcomes measurement system at the local level. This set of tools includes descriptions of seven key components of high quality child outcomes measurement systems, a self-assessment, and instructions.	http://ectacenter.org/eco/assets/pdfs/L-COMS_Framework.pdf
	Child Outcomes Summary Team Collaboration (COS-TC) Quality Practices Checklist and Descriptions A set of checklists to monitor and train teams on collaborating during the COS process.	https://ohioearlyintervention.org/up_doc/COS-TCChecklistandDescriptions.pdf
	DaSy COS Competency Check An online tool intended to assess early intervention and early childhood special education practitioners' understanding of the essential knowledge and skills needed to reach accurate ratings of child outcomes using the COS process.	https://cosccfieldtest.dasyonline.org/#!/choose-jurisdiction
	Guide for Interpreting the Quality of COS Data A guide for how to interpret state and county reports, analyze the reports for high-quality data, and analyze the reports for program strengths and weakness.	Prepared resource guide completed