

**Family Centered Early Supports and Services**  
**Child Outcome Measurement**  
**Policy and Procedures 2013**

Purpose

The purpose of Family Centered Early Supports and Services (ESS) is to assist families to help their children learn and grow. In order to measure the effectiveness of the early supports and services provided through the program, data is collected to measure three general child outcomes.

Outcomes to be measured

The child outcomes being measured were chosen for child outcome measurement purposes by the U.S. Department of Education, Office of Special Education Programs (OSEP). The outcomes differ from the individual child and family outcomes developed for IFSP and evaluation purposes in that they cross developmental areas and focus on 'big picture' outcomes.

Outcomes to be measured:

- Children have positive social relationships
- Children acquire and use knowledge and skills
- Children take appropriate action to meet their needs

Use of Data

The data is to be used to measure the effectiveness of the early supports and services provided by local programs, regions, and the state overall. Child outcome data is not used to determine eligibility or progress regarding IFSP goals. Information from evaluations, on-going assessment, and IFSP development activities are used along with ESS provider and family input to determine progress regarding the three outcomes listed above.

While data is collected on an individual child basis, any reports generated from the data will contain only aggregate information about a program, region, and state and will never include identifiable information for individual children.

Procedure for collecting data

1. The process developed for summarizing child outcome data is based on the model developed by the Early Childhood Outcome (ECO) project whereby service coordinators use the Child Outcomes Summary Form (COSF). People familiar with the child complete the Child Outcomes Summary Form, and may include members of the evaluation team, IFSP team members, the service coordinator, the family, and others as requested by the family. The summarized information is used to address the three outcomes using a 7 point scale. This scale is used to determine the level of a child's functioning on each outcome and whether that child made progress toward age appropriate behavior.
2. The assessment tools selected to be used by Family Centered Early Supports and Services (ESS) providers as a part of the child outcome measurement system are: the Hawaii Early Learning Profile (HELP), and the Infant-toddler

Developmental Assessment (IDA). These valid and reliable instruments for measuring outcomes are also the tools authorized for use in the eligibility determination process. Providers have been invited to recommend additional tools that might be used for outcome purposes, but none have been recommended to date. Multiple sources of child development information such as medical reports and interviews with child care providers, family report, and progress notes are also used to determine the child's level of functioning.

3. COSF entry level data is collected *within 6 weeks of eligibility determination for all children who are referred as long as they are 6 months of age or older and expected to be in the program for 6 months or longer. For children who are less than 6 months of age when determined to be eligible, collect entry data when the child becomes 6 months of age.* The length of time in the program is calculated by counting the number of months from the parent's first consent to services to the date the child turns 3 years old or leaves the program.
4. Child outcome data is collected for all children at entry into the statewide ESS program and at the point of exit. If it is anticipated that a child may leave prior to the third birthday, service coordinators are responsible for ensuring that exit data is collected prior to the child's departure from the program. For children exiting at age 3 yrs, preferably within the 90 day period prior to the child's 3<sup>rd</sup> birthday. The program director may decide which staff member will be assigned to collect outcome data.
5. 'Exit' from ESS means the child is no longer eligible for ESS. If a child is transferred to another program or Area Agency, entry outcome data is sent to the new program along with IFSP, assessment, and evaluation information. The new program is responsible for collecting and reporting exit data.

#### Reporting Data

1. The ESS program will develop a process to review child outcome data for obvious error, i.e., missing dates or improbable information prior to the data being entered into the statewide data system.
2. Entry and Exit data is entered into the statewide data system as it is collected. See above procedures for collecting data.
3. Ensuring the new service providers are trained regarding the collection of child outcome data will increase the accuracy of the data collected and reported.

#### Analysis of Data

1. The Annual Performance Report (APR) submitted by OSEP requires that states report the following information:
  - Percent of infants and toddlers who did not improve functioning
  - Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers

- Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it
- Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers
- Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers

It is expected that numbers 1-5 will add up to 100%. If not, then we will need to explain why they do not.

OSEP requires states to report data for each outcome by two summary statements:

- Of those children who entered the program below age expectations in (the outcome), the percent that substantially increased their rate of growth in (the outcome) by the time they exited
  - Percent of children who were functioning within age expectations in [outcome], by the time they exited
2. It is not required that programs and regions analyze child outcome data as described in 1 above, but the analysis spreadsheet used for the purpose of statewide reporting will be made available to programs and Area Agencies for local use upon request. Program reports of child outcome data will be disseminated as they become available.
  3. A Stakeholder group will be assembled and convened annually to review child outcome data to review the statewide status and make recommendations for improvement strategies.

### Resources

1. "Decision Tree" document designed by the Early Childhood Outcomes Center to assist providers in using the COSF. This document is designed to guide ESS providers through the child outcome summary process. It is not designed to be used with families.
2. A brochure has been developed to assist in introducing the concept of early childhood outcome measurement to parents by either intake coordinators or ESS providers. It is called: Early Childhood Outcomes: What, Where, Why & How?. This two-page brochure (1 page printed front and back) will be disseminated electronically to programs and can also be obtained upon request from BDS by contacting Debbie Jacobs: [Debra.R.Gibbs@dhhs.state.nh.us](mailto:Debra.R.Gibbs@dhhs.state.nh.us)
3. A 'script' has also been developed to assist intake coordinators or providers in introducing the subject to parents:

"Your Family Centered Early Supports and Services (ESS) program is here to help you and your child. In order to measure the effectiveness of ESS, we collect information regarding the benefits of

your family's participation in the program. We do this by measuring your child's status regarding the three outcomes when your child first becomes eligible for ESS and again when he/she leaves ESS. The difference between these two scores indicate the progress made in regard to these outcomes. This process is best done together so we can get the best picture of your child's development.

The information obtained from this process will be included in your child's file and is available to you upon request. Unidentifiable information from all of the children receiving ESS in the program and region will be summarized and submitted to the Bureau of Developmental Services (BDS). BDS will summarize data from all ten regions and develop a report for the Office of Special Education Programs (OSEP). Reports generated from this data will never include identifying information for any child."

4. The [Early Childhood Outcomes website](#) contains all of the materials used during the trainings and additional information about how the 'Child Outcomes Summary Form' was developed. All are invited to visit this web site for more information. Web address: <http://www.fpg.unc.edu/~eco/index.cfm>
5. Please contact [cstiles@dhhs.state.nh.us](mailto:cstiles@dhhs.state.nh.us) or [Linda.Graham@dhhs.state.us](mailto:Linda.Graham@dhhs.state.us) for assistance or questions.