

## The Challenge of Documenting Roles and Supporting Evidence Sources for COSF Ratings

It is important at a state level to analyze and use the data collected through the Outcomes Web System for program improvement in Kansas. To aid in that data analysis process, the Outcomes Web System was designed with drop down boxes for your use when entering the role of the persons involved in deciding the summary ratings and when entering Supporting Evidence used in making the child outcome ratings in each outcome area.

The selections available in the drop down boxes are included in Table 1 and Table 2 in the back of the Outcomes Web System Users Guide.

As you make your selections for the roles of persons involved in deciding the summary ratings remember that there are often many different titles used for professionals in the same or similar roles. For instance, Early Childhood Special Education Teachers working in the community with children placed in Early Childhood settings might be called the Inclusion Specialist, the Community-based teacher, the Itinerant Early Childhood Teacher or the Collaborative Program Teacher. However the role of each of these teachers is an Early Childhood Special Education Teacher -- the teacher primarily responsible for children with disabilities. When documenting the role of each person involved in deciding the summary ratings, you should choose the role in Table 1 that provides the best fit.

When documenting supporting evidence used to make the rating on the Child Outcomes Summary Form select the name of the assessment tool or other type of supporting evidence from the drop down box provided in the Outcomes Web System. The selections available in the drop down box are included in Table 2. Document the who or what involved in gathering the supporting evidence in the Summary of Relevant Results section.

For example in the Supporting Evidence section of the Child Outcome Summary Form, you might document the supporting evidence you used to make the COSF rating by selecting interview from the drop down box provided in the Outcomes Web System.. In the summary of relevant results you would indicate the who and the what-- that the ECSE teacher interviewed mother.

The category of “other” is available, but should only be used when the role or supporting evidence source is so unique that none of the selections available apply.