

# ACTIVITY 1

## Preparing for the Process – Reflection on What You Know

**Activity Purpose:** Reflecting on what professionals already know and what they would like to know is a strategy for engaging in self-reflection, determining needs and building professional development opportunities. This activity will survey professionals about their knowledge, comfort, familiarity, perceived strengths and needs.

**\*Note for facilitator:** a face-to-face session is **NOT** required for this activity

**Difficulty Level:** Introductory Level – Awareness

**Estimated Time:** 10 minutes

**Materials:**

- Internet access
- OR
- Handout:
  - *Child Outcomes Summary Process Survey*

### Activity Instructions:

#### Part 1 – Survey

1. Disseminate survey to professionals about their comfort, familiarity, needs and strengths regarding the COS process by using the survey titled: *Child Outcomes Summary Process Survey*.

**\*Note for facilitator:** you can use the paper survey or transfer the questions to an online platform, such as SurveyMonkey. Either way, ask participants to complete the survey portion before activity two. Facilitator should feel free to add/delete prompts as they see fit. Additionally, the facilitator can use the information/feedback collected from the participants to determine how to adjust and/or add activities to meet their individualized needs.

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## Child Outcomes Summary Process Survey

1. How familiar are you with the following terms/phrases?

**child functioning**

somewhat familiar                      very familiar                      unfamiliar                      I don't know

**age-expected**

somewhat familiar                      very familiar                      unfamiliar                      I don't know

**Office of Special Education Programs (OSEP)**

somewhat familiar                      very familiar                      unfamiliar                      I don't know

**child outcomes**

somewhat familiar                      very familiar                      unfamiliar                      I don't know

**decision tree**

somewhat familiar                      very familiar                      unfamiliar                      I don't know

2. How would you rate your comfort level determining ratings for each of the three child outcomes?

very comfortable

moderately comfortable

need help/practice

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3. How comfortable are you explaining the Child Outcomes Summary process to families?

very comfortable

moderately comfortable

need help/practice

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4. Please indicate your feelings about the importance of the process.

highly important

somewhat important

not important

I don't know

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5. How have you learned about the Child Outcomes Summary Process? Modules, trainings, on the job experience, etc.

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6. What do you feel are your strengths related to this process? What areas/pieces of this process do you feel very competent and confident doing?

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7. What areas would you like to learn more about?

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