

ACTIVITY 4

Using the Decision Tree

Activity Purpose: Once the team has a thorough understanding of the child's functioning in an outcome area and how those abilities compare to age expectations, the team applies the criteria to decide upon an accurate rating. This session will review how to use the decision tree to accurately apply the rating criteria and carefully consider the distinctions among the ratings. Again, professionals should have a strong understanding of foundational, immediate foundational and age-expected skills.

Difficulty Level: Introductory Level – Awareness & Intermediate Level – Application

Estimated Time: 45-60 minutes

Materials:

- Internet access & TV/computer
- Audio
- PPT Titled: The Decision Tree (for facilitator)
- Handouts:
 - *Decision Tree for Summary Rating Discussions*
 - *Individual Reflection & Action Plan – Section 4; Activity 4*

Activity Instructions:

Part 1 – Discussing Prior Experiences

1. Ask the participants,
 - a. “Who has used the decision tree before when reaching consensus about outcomes?”
2. If participants are familiar with the decision tree, consider the following prompts:
 - a. How did you and your team/s use it?
 - b. What are your thoughts about the decision tree?
 - c. Do you feel it helps you determine consistent, accurate rating?
3. If participants are not familiar with the decision tree, consider the following questions:
 - a. How do the teams you work with typically reach consensus about the rating for an outcome?
 - b. What are the criteria that you use?
 - c. How do you know you are rating the outcome consistently/accurately?
 - d. Do you typically feel comfortable and confident with the ratings you and your team/s land on?

Part 2 – Overview of Decision Tree

1. Provide the participants with a copy of the decision tree titled, *Decision Tree for Summary Rating Discussions*.
2. Facilitator should use the PPT titled, "*The Decision Tree*", to give a brief overview of the tool.

Part 3 – Using the Decision Tree

1. Inform the participants that they have watched this video before, but through the lens of promoting caregiver involvement in the discussion. This time watch the video and look for how the caregiver and professionals use the decision tree to reach a consensus regarding the outcome.
2. Watch the following brief (6 minutes) video titled, *Jeremiah – Outcome Two Section IV: Building Consensus for a High-Quality COS Rating*: http://olms.cte.jhu.edu//olms2/COSTC_SessionIV
3. Consider the following prompts to engage the group in a discussion:
 - a. What did you notice?
 - b. How did they use the decision tree for this outcome?
 - c. How did they reach a rating?
 - d. How did they make sure that everyone agreed?
 - e. Did this caregiver seem to understand the process and terminology?
 - f. What did the professionals do to guide her understanding?
 - g. Do you envision yourself using the decision tree this way too?

Part 4 – Reflection & Action Plan

1. Encourage participants to individually reflect on their experiences by completing the handout titled, *Individual Reflection – Section 4; Activity 4*.
2. Reconvene as a large group and ask the participants:
 - a. "*How will your practices around the COS process change because of participating in these sessions?*"

***Note for facilitator:** consider using the verbal and written reflections from the participants to further develop professional development activities that meet the needs of the specific group.

Decision Tree for Summary Rating Discussions

