

ITC Custom Assessment (Level 6)
Data Analysis and Agency Collaboration

ITC Competencies	PPD8: Employs effective data collection processes and monitoring systems to track individual progress, assure follow up, and monitor the coordination of service delivery within and across sectors of the infant/toddler field (inclusive of families). PPD9: Engages in inter-agency collaboration to ensure children and families receive appropriate, coordinated services.
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Assessment Guidelines

This assessment requires demonstration of effective data collection and monitoring systems within the context of inter-agency collaboration. You will be interviewing an infant/toddler professional who is responsible for data collection, monitoring systems, referrals, and service delivery coordination in a program serving infants, toddlers, and their families. Your assessment has four parts.

Part 1: Planning: Professional Interview

Arrange a time to meet with an infant/toddler professional who is responsible for data collection, monitoring systems, referrals, and service delivery coordination in a program serving infants, toddlers, and their families. Plan for the interview lasting 45 minutes to one hour.

Prior to the interview, review effective practices regarding data collection, monitoring systems, and service delivery coordination. Develop a 1-2 page paper that outlines effective practice in the areas of:

- Tracking individual progress
- Assuring follow-up
- Monitoring the coordination of service delivery
- Resource coordination
- Referral processes
- Strength-based practices responsive to infant/toddler/family development

Part 2: Professional Interview

Conduct your interview with the infant/toddler professional identified and contacted in Part One of your Assessment. Develop your interview questions based on data regarding effective practice compiled in Part One.

Part 3: Interview Analysis

Based on interview data gathered in Part Two of your Assessment, analyze the effectiveness of current practices based on the following:

- Tracking individual progress
- Assuring follow-up
- Monitoring the coordination of service delivery
- Resource coordination
- Referral processes

- Strength-based practices responsive to infant/toddler/family development

Use current research on effective practice to provide a rationale for your analysis.

Part 4: Program Analysis/Recommendations

Based on the analysis conducted in Part Three of your Assessment, create an overview of current practice strengths, opportunities for improvement, and specific recommendations. Similar to Part Three of your Assessment, use current research on effective practice to provide a rationale for your analysis.

Assessment Rubric (from ITC Master Rubrics)

ITC Custom Level 6					
Competency	Distinguished	Proficient	Needs Improvement	Unsatisfactory	Unable to Assess
PPD8: Employs effective data collection processes and monitoring systems to track individual progress, assure follow up, and monitor the coordination of service delivery within and across sectors of the infant/toddler field (inclusive of families).	Engages in the development of data collection and monitoring systems that reflect contextual needs, including progress monitoring, service implementation, and service efficacy.	Utilizes data collection and monitoring systems that reflect contextual needs, including progress monitoring, service implementation, and service efficacy.	Utilizes data collection and monitoring systems.	Identifies the importance of data collection and monitoring systems.	
PPD9: Engages in inter-agency collaboration to ensure children and families receive appropriate, coordinated services.	Supports practitioners in knowledge of child and family services. Develops practitioner’s knowledge and skills in identifying service options and coordinating services.	Synthesizes available resources and information to ensure the appropriateness of and continuity in service delivery. Conducts and coordinates referrals to appropriate agencies. Engages in appropriate service-delivery follow-up to ensure infant/toddler/family strengths and challenges are supported within a collaborative context.	Identifies available resources for children and families. Conducts referrals to appropriate agencies. Engages in a service-delivery follow-up.	Provides access to available resources for children and families.	