

## **Documenting the Rating on the Child Outcomes Summary Form: A training activity for COSF teams**

This activity is meant to help COSF teams practice writing the evidence that supports ratings given on the COSF. The written evidence provides a rationale for the rating and therefore should include examples of functioning that led to the rating. For example, if the COSF rating is 7, supporting evidence should include examples of age-appropriate functioning.

After determining the rating for a child's functioning in each of the 3 outcome areas, use the attached materials to write the supporting evidence for each rating, as follows:

1. Circle the COSF rating for each outcome above the supporting evidence boxes, attached.
2. For each outcome rating, consult the documentation key on page 5.
3. Depending upon the rating given, provide the evidence for the outcome, as described on the documentation key (page 5).
4. Review the written evidence for accuracy and quality. Do the examples of functioning
  - a. support the rating?
  - b. show that multiple sources of assessment data were used?
  - c. reflect various aspects of the outcome (such as, examples of functioning with peers, not just adults, for Outcome 1)?
  - d. illustrate the child's everyday functioning (not just test scores)?



### Supporting Evidence Boxes for Outcome 1:

#### POSITIVE SOCIAL-EMOTIONAL SKILLS

[includes relating with adults, relating with other children, following rules related to groups or interacting with others (if older than 18 months)]

**1a. To what extent does this child show age-appropriate functioning, across a variety of settings and situations, on this outcome?**

Not Yet		Nearly		Somewhat		Completely
1	2	3	4	5	6	7

Supporting Evidence
<p>Age-appropriate functioning</p> <p>Concerns? No Yes _____ (describe)</p>
<p>Immediate foundational skills/ Functioning that is not age-appropriate</p>
<p>Functioning that is not yet age appropriate or immediate foundational</p>





### Supporting Evidence Boxes for Outcome 3:

#### TAKING APPROPRIATE ACTION TO MEET NEEDS

[includes taking care of basic needs (e.g., showing hunger, dressing, feeding, toileting, etc.); contributing to own health and safety (e.g., follows rules, assists with hand washing, avoids inedible objects) (if older than 24 months); getting from place to place (mobility) and using tools (e.g., forks, strings attached to objects)]

**3a. To what extent does this child show age-appropriate functioning, across a variety of settings and situations, on this outcome?**

Not Yet		Nearly		Somewhat		Completely
1	2	3	4	5	6	7

Supporting Evidence
Age-appropriate functioning
Concerns? No Yes _____(describe)
Immediate foundational skills/ Functioning that is not age-appropriate
Functioning that is not yet age appropriate or immediate foundational



## Multiple Sources of Evidence to Support COSF Ratings: Documentation Key

Depending upon the rating given, provide the following evidence for the outcome. Indicate the source or sources in parentheses after the evidence. Example: *Interacts well with other children. Has conversations, shares, takes turns. (Mother, teacher)*

### Rating of 7

- Provide examples of the child’s age-appropriate functioning in the top section of the “supporting evidence” box..
- *No ‘concerns’ should be noted for a rating of 7.*

### Rating of 6

- Provide examples of the child’s age-appropriate functioning in the top section of the “supporting evidence” box.
- Note concerns on the line provided in the top section of the “supporting evidence” box.
- *If there is evidence of functioning that is not age appropriate, a rating of 6 or 7 should not be assigned.*

### Rating of 5

- Provide examples of the child’s age-appropriate functioning in the top section of the “supporting evidence” box.
- Provide examples of the child’s functioning that is NOT age-appropriate in the middle section of the “supporting evidence” box.

### Rating of 4

- Provide a few examples of the child’s age-appropriate functioning in the top section of the “supporting evidence” box.
- Provide examples of the child’s functioning that is NOT age-appropriate in the middle section.
- *Evidence should show more functioning that is NOT age-appropriate than age-appropriate for a rating of 4.*

Supporting Evidence
Age appropriate functioning
Concerns? _____
Immediate foundational skills/functioning that is not age appropriate
Functioning that is not yet age appropriate or immediate foundational

Supporting Evidence
Age appropriate functioning
Concerns? _____
Immediate foundational skills/functioning that is not age appropriate
Functioning that is not yet age appropriate or immediate foundational



### Rating of 3

- Provide examples of the child’s functioning at the immediate foundational skill level in the middle section of the “supporting evidence” box.
- *No age-appropriate functioning should be noted for a rating of 3.*

Supporting Evidence
Age appropriate functioning
Concerns? _____
Immediate foundational skills/functioning that is not age appropriate
Functioning that is not yet age appropriate or immediate foundational

### Rating of 2

- Provide a few examples of the child’s functioning at the immediate foundational skill level in the middle section of the “supporting evidence” box.
- Provide examples of the child’s functioning that is not yet age appropriate or immediate foundational in the bottom section.
- *Evidence should show more functioning that is NOT immediate foundational than is immediate foundational for a rating of 2.*

Supporting Evidence
Age appropriate functioning
Concerns? _____
Immediate foundational skills/functioning that is not age appropriate
Functioning that is not yet age appropriate or immediate foundational

### Rating of 1

- Provide examples of the child’s functioning that is not yet age appropriate or immediate foundational in the bottom section of the “supporting evidence” box.
- *No age-appropriate or immediate foundational functioning should be noted for a rating of 1.*

Supporting Evidence
Age appropriate functioning
Concerns? _____
Immediate foundational skills/functioning that is not age appropriate
Functioning that is not yet age appropriate or immediate foundational

