

**Early Development Network (EDN)/Part C Planning Region Team (PRT)
Targeted Improvement Plan (TIP)**

**EDN Co-Lead Evaluation Tool
Overview**

The PRT TIP Co-Lead Evaluation Tool is based on the 3 components within Phase III of Results Driven Accountability. The Phase III components are: 1) Data Analysis, 2) Analysis of Infrastructure to Support Improvement and Build Capacity, and 3) Implementation and Evaluation of the PRT’s Multi-year, Comprehensive Targeted Improvement Plan.

The PRT will submit the Targeted Improvement Plan (Phase III) by August 1, 2017 utilizing the GMS system. The Co-leads will notify a PRT if it determines that the TIP does not meet the requirements outlined in the below checklist. The PRT will have an opportunity to submit a revised TIP.

TIP Analysis Checklist

Component 1:

<i>v=meets criteria</i>	<i>Data Analysis</i>
	(a) Determine which SPP/APR indicator targets the PRT is meeting and which targets the PRT is not meeting.
	(b) Determine trend data for the past 3-5 year period from multiple sources of data, including SPP/APR indicator performance, CONNECT reports, Referral vs. Verification report, and EDN Monitoring results.
	(c) If the PRT did not meet the selected child or family outcome targets as identified in Phase I of the TIP, or slippage has occurred, perform a root cause analysis to identify the underlying issue(s) and make necessary revisions to the TIP improvement strategies that will lead to improved results for infants and toddlers with disabilities and their families.
	(d) Identify any monitoring noncompliance issues that present barriers to achieving improved results for infants/toddlers with disabilities and their families and make necessary revisions to the TIP improvement strategies that will lead to improved results.
	(e) Describe stakeholder involvement in the data analysis.
Comments:	

Component 2:

v=meets criteria	<i>PRT Infrastructure Analysis</i>
	(a) Identify strengths of the PRT Infrastructure including: <ul style="list-style-type: none">○ Infrastructure improvement strategies to account for any changes within the PRT's makeup○ Coordination among agencies to provide services to infants/toddlers with disabilities and their families○ Evidence-based and family-centered practices utilized by the PRT that resulted in improved outcomes for infants/toddlers with disabilities and their families○ Areas of improvement within and across system components
	(b) Identify how the PRT is tracking new staff to ensure they receive the required professional development trainings and technical assistance in the implementation of the selected evidence-based practice(s).
	(c) Identify the PRT's TIP Leadership Team which is responsible for the management and implementation of the selected evidence-based practice(s). What measures has the PRT taken to ensure stability within the Leadership Team?
Comments:	

Component 3:

v=meets criteria	Implementation and Evaluation
	(a) Describe the PRT’s current implementation progress and timeline of its TIP. Include: self-assessments, completed and future boot camps and trainings, and all future activities, trainings, etc. that will lead to full implementation of the PRT’s TIP.
	(b) Describe how the PRT is tracking progress and ensuring fidelity of implementation of the targeted improvement plan.
	(c) Describe the connections to Child Find and Services Coordination support.
	(d) Describe the evaluation measures, data collection methods, and data analysis procedures utilized to determine progress toward achieving intended outcomes for improving results for infants/toddlers.
	(e) Describe additional evaluation activities, data collection methods, and data analysis to be implemented next year, including a timeline.
	(f) Describe stakeholder involvement in the evaluation process. Include: how they’ve been informed of implementation progress and how they’ve been involved in decision-making regarding the ongoing evaluation process.
	(g) If necessary, describe how the TIP is revised in response to evaluation of outcomes, plan effectiveness, and consultation with the co-lead agencies.
Comments:	