State Systemic Improvement Plan (SSIP) - Statewide Sustainability Plan 2019/2020

Activities	Steps to Implement Objective	Resources Needed	Who is Responsible	Timeline Summer 2019=July-Sept Fall 2019=Oct-Dec Winter 2020=Jan-March Spring 2020=April-June	Status and Evidence	Implementation Notes
Promoting First Relationships	**Objective:** Each agency will have access to an agency trainer, consistent with UW expectations, who can train at least 2 staff each year for level 2. In addition, every new staff receives level 1 training and "refresher" materials are available. There will be opportunities for ongoing learning and professional development. Recertification for level 2 is encouraged but not required.					
	Level 1 training for all new staff	ESIT funds for training costs Implementation site resources for training time and cost	ESIT Implementation Sites	April 2020		
	Level 2 training for limited staff			Summer 2019 through Spring 2020		
	Level 3 training for limited staff					
	"refresher" materials available for level 1	UW support for "refresher" materials	ESIT, UW, Agency Trainers	Fall 2019		
WA-AIMH Endorsement and Reflective Supervision	**Objective:** Each agency will have access to someone who is endorsed at category 3 or vetted at category 2 to provide reflective supervision.					
	Category 2 and 3 Endorsement	Scholarship funds and coordination cost covered by ESIT	WA-AIMH ESIT Implementation sites	Summer 2019 through Spring 2020		
	Reflective Supervision Training	$9,900 (10 people plus 12 months of RSC) Implementation site resources for training time		Winter 2020		

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	Reflective Practice Training	$2,500 (up to 25 people) Implementation site resources for training time		TBD		
	Reflective Supervision Groups	ESIT funds to cover reflective supervision. Implementation site resources for time to participate in groups.	University of Washington/WA-AIMH ESIT Implementation sites	Summer 2019 through Spring 2020		
COS, Functional Outcomes and SE Assessment Training Follow up	**Objective:** ESIT will develop follow up training in partnership with SSIP sites. Each agency will receive individualized follow up from ESIT or SSIP site leadership.					
	Training developed by ESIT/Implementation sites	ESIT and Implementation site resources for time to develop training follow up	ESIT Implementation site leaders	Winter 2019		
	Training Provided at implementation sites	ESIT and Implementation site resources for time to implement training follow up	ESIT (as needed) Implementation site leaders	Winter/Spring 2020		

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Activities	Steps to Implement Objective	Resources Needed	Who is Responsible	Timeline Summer 2019=July-Sept Fall 2019=Oct-Dec Winter 2020=Jan-March Spring 2020=April-June	Status and Evidence	Implementation Notes
Home Visit Rating Scale (HOVRS)	**Objective:** All agencies will complete selected scales* of the HOVRS with the updated implementation guidelines** and submit data to ESIT for 10% or a minimum of 3 staff. All agencies will also provide HOVRS data based on self-assessment of selected scales* for all staff, including those who were observed.					
	HOVRS training	$8,000 for training of up to 40 people	ESIT HOVRS trainers	December 2019		
	Tool is completed following ESIT guidelines and data submitted to ESIT using data collection template	Implementation site resources for time to complete tool, follow up conversations and data submission to ESIT	Implementation site supervisors/team leads and providers	Completed by February 2020		
	*HOVRS Scales Home visitor facilitation of parent-child interaction (scale 3) Home visitor non-intrusiveness/collaboration with family (scale 4)		**** HOVRS Implementation Guidelines** Observation by a supervisor or team lead Video or in-person Full visit observation Self-Assessment for all staff in addition to observation			
	Staff Selection Criteria for Observations ESIT will select a minimum of one staff for each of the three PFR training levels when possible using a randomizer tool and send names to each site. For example; an agency observing three staff will observe one from each of the three levels or one from level one and two from level two if there is no level three trained staff.					

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Activities	Steps to Implement Objective	Resources Needed	Who is Responsible	Timeline Summer 2019=July-Sept Fall 2019=Oct-Dec Winter 2020=Jan-March Spring 2020=April-June	Status and Evidence	Implementation Notes
Child Outcome Summary-Team Collaboration Checklist (COS-TC)	**Objective:** All agencies will complete selected sections of the COS-TC with the updated implementation guidelines* and submit data to ESIT.					
	COS-TC training	ESIT and Implementation site resources for time to conduct/complete the training	ESIT	Fall 2019		
	Tool is completed following ESIT guidelines and data submitted to ESIT using data collection template	Implementation site resources for time to complete tool, follow up and data submission	Implementation site supervisors/team leads and providers	Completed by February 2020		

***COS-TC sections and Implementation Guidelines**

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<ins>Building Consensus for a high-quality COS rating (section IV)</ins>
- **Team** self-assessment. Provider team, excluding the family, who are involved in determining the COS rating.
- A minimum of 3 teams will submit data

To the extent possible, each of the three teams will consist of different staff members. If data are submitted for more than 3 teams, the same staff members may be on more than 1 team.

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<ins>Explaining the COS Process to Families (section II)</ins>
- Supervisor or team lead will observe 10% of all **individual** staff who explain the COS process to families, or a minimum of 3, in person or on video.
- All staff who explain the COS process to families will complete a self-assessment, including those who were observed.

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Team Selection Criteria
Enter names of all FRCs into a randomizer tool. Select 3 names and ask each of those FRCs to complete this section of the tool with the next team of providers they complete the COS process with.

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Staff Selection Criteria for Observations
Enter names of all FRCs (and any other staff who would explain the COS process to families) into a randomizer tool. Select 10% or a minimum of 3 names to complete observation for this section of the tool.

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Sustainability Plan Timeline

Promoting First Relationships (PFR)	
October	Guidance for PFR refresher conversations provided by ESIT
October-forward	Continue with Level 2 and Level 3 training of agency staff
April	Level 1 PFR training offered to new staff

Reflective Supervision and WA-AIMH Endorsement	
October-forward	Ongoing participation in reflective supervision groups
	Scholarship funds available from ESIT for category 2 and 3 endorsement
January	Either Complete category 2 endorsement or be in process before participating in reflective supervision two-day training
February	Reflective supervision two-day training offered to those endorsed at category 2 or in process
May	Reflective practice foundational training (three hours) at the Infant and Early Childhood Conference (IECC)*tentative

SSIP Training (Functional Outcomes, Social-Emotional Assessment, Engaging Families in the COS)	
November - January	Develop follow up training and tools
February-April	Implement follow up training at each site, individualized support available from ESIT or SSIP site leadership

Home Visit Rating Scales (HOVRS)	
October	ESIT will provide names of staff to observe, data collection sheets and any prefilled collection sheets
October - February	Staff oriented to HOVRS tool by supervisor or team lead and then will participate in self-assessment and observations
November	ESIT will facilitate a community of practice for HOVRS implementation
December	Two-day HOVRS training for supervisor or team lead
February 21	All HOVRS data submitted to ESIT

Child Outcome Summary Team Collaboration (COS-TC) Checklist	
October	Agencies will randomly select staff to observe, ESIT will provide data collection sheets and any prefilled collection sheets
	Supervisor or team lead will review COS-TC training and orient staff, ESIT will provide additional support as needed
October - February	Staff will participate in COS-TC self-assessment and observations
November	ESIT will facilitate a community of practice for COS-TC implementation
February 21	All COS-TC data submitted to ESIT

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