	Early Childhood Iowa
	Instructions for Completing
	ECI Statewide Performance Measures
	Tool P

The data collected for the state required performance measures pertains specifically to the programs being funded. Performance measures provide a way for the ECIA (Early Childhood Iowa Area) board to review and determine the level of service provided, and assist with funding decisions. ECIA boards may set targets for contractors on the measures. While positive direction in the movement of the data is preferred, the state has not set targets for the program performance measures.

<u>**Using these Instructions:**</u>

The document is formatted to easily locate the required state performance measures and corresponding instructions per service type:

General Instructions (applicable to all service types)

Each measure must be reported. Do not leave any fill-able spaces blank.

The state required program performance measures will be collected from each ECI area in an electronic database annually. The numbers used to calculate the percentages in each service type, build on each other across the measures. In an attempt to make this clear in the instructions, superscripts are utilized to show which data elements are used for each of the calculations.   In the electronic submission system, it is the intent that these data elements will auto-full. **For example,** the total number of children (output) becomes the denominator for the quality/efficiency measure "cost/child". The output and this denominator in all service types that reports this data measure (i.e., car seats – page 4) are signified with ([1]) in the written instructions.

For every program/service funded, select the appropriate service type from the options provided. This will determine the program measures which are required for the funded service. The options are:

DIRECT SERVICES
- Car Seat
- Crisis/Emergency Care
- Dental
- Early Care and Education Scholarships
- Early Care and Education Supportive Services
- Health Prevention
- Literacy
- Prenatal/Postnatal
- Transportation

INDIRECT SERVICES
- Child Care Nurse Consultant
- Coordinated Intake
- *hawk-I* Outreach
- Quality Improvement for Early Learning
- Preschool Scholarship Coordination
- Professional Development – Credit-bearing
- Professional Development – Training
- Professional Development – Conferences
- Public Awareness/Child Fairs
- Resource Libraries
- Technical Assistance: Consultation, Mentoring, Coaching
- WAGE$

NOTE: Administrative Staff (ECIA director, support staff, etc.), Family Support – Home Visitation and Family Support – Parent Education component forms on Iowagrant.gov only collect program/service information and input data on the funds expended. For Family Support, programs continue to report output, quality/efficiency and outcomes data through the DAISEY system.

Funding Multiple Programs of the Same Service Type –

For each service type funded, report the inputs, outputs, quality/efficiency and outcome measures as an aggregate, using only one form. In the Type of Service information, list all contractors separately.

For example, if the board funds (3) Crisis Care programs fill out *one* form for the service. Fill in the description field as appropriate. It is most likely the same for all programs. If there are differences, it is acceptable to describe those in that field. List all 3 contractors in the contractor field. Add together the funding as a total and report that amount in the appropriate funding categories. Likewise, add together all other program performance data (outputs, quality/efficiency, outcome measures) and report each as a total.

Evidence based, Research based/Promising Practice, Locally Developed -

Check whether the program is evidence based, research based/promising practice, or locally developed. *Do not leave this blank.*

Type of Service field –

In the appropriate spaces, insert the name of the program, the name of the contractor, and the description of the service. Provide enough information in the "Description" cell so it is clear to the reader what specific activity or service is funded.

For example, if the board funds a literacy program, and the funding pays for the purchase of children's books, state that in the program description. **Sample description** of a literacy program to capture the ECIA board's investment: *"This literacy initiative delivers one developmentally appropriate book per month to each child in the program that are ages birth to 5 years. ECI funds support the purchase of these books."*

Link to Priority –

Identify which of the ECI Area community plan priority(ies) this program addresses.

Input Measures –

Insert the total ECI dollar amount that supports this program/activity in each appropriate funding category. Categories include Administration and Program within both Early Childhood and School Ready (SR). School Ready program funding is further broken down into the following categories: Family Support, Preschool, Quality and Other/Undesignated.

All ECI funds must be separated out by funding category and must align with what is reported on the Early Childhood and School Ready financial statements per funding category.

It is also helpful if the program reports the total cost of providing the program/service. If the service is being supported by other funds (non-ECI), insert the dollar amount and source of funding (agency) in the "Optional: Other Funding Expended and Source" field. This helps provide an accurate picture of the total costs of providing the service.

> **Note:** *Your output measures, quality efficiency measures, and outcome measures must be in line with the total amount of funding you've reported (inputs). For example, if you only report the ECI dollars (and do not include other non-ECI funding), then these performance measures only include the data from the services provided with the ECI funding. On the other hand, if you report the other funding streams that support the program, the performance measures data reflect the total amount reported.*

The remainder of this document (pp 4-26) provides the ***instructions specific to the type of service(s) funded.***

Car Seat – Direct Services

Output Measures -

# of Children Served (unduplicated) **–** Report the total number of children served by age of the child when the child begins the service in the current fiscal year. The form will automatically total the number of children for you. (^{1})This number will automatically fill as the denominator for the quality/efficiency measure within this service type.

> *Note: You will report each age category, even if the number you are reporting is zero.*

# of Car Seats Checked – Report the total number of car seats checked by the safety technician. (^{2})This number will automatically fill as the denominator for the outcome measure within this service type.

Quality/Efficiency Measures -

Cost per child – Report the total cost of the program (numerator) and the number of children served [(^{1}) as reported in the Output measures] (denominator). The form automatically calculates the cost per child for the service.

Outcome Measures –

> *Note: Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

% of car seats safely installed prior to the safety check as reported by the car seat safety technician – Report the number of car seats that were installed properly prior to the safety check (numerator) and the total number of safety checks (^{2})as reported in the Output measures] (denominator). The form automatically calculates the percentage.

Crisis/Emergency Care – Direct Services

Output Measures -

# of Children Served (unduplicated) **–** Report the total number of children served by age of the child when the child begins the service in the current fiscal year. The form will automatically total the number of children for you. (^{1})This number will automatically fill as the denominator for the first and third quality/efficiency measures within this service type.

> *Note: You will report each age category, even if the number you are reporting is zero.*

# of Families Served (unduplicated) – Report the number of families served in the program. (^{2})This number will automatically fill as the denominator for the first three outcomes within this service type.

Marital Status-Head of Household – Report the total number for the head of household in each category: Married, single, widowed, partnered, divorced, separated.

Household Size – Report the total number of persons in the household as reported by the family in each category: 2, 3, 4, 5, 6, or greater than 6.

Federal Poverty Level – Report the total number of families in each category: 100% or below, 101-150%, 151-200%, 201-299%, or 300% or greater.

Education Level of Head of Household – Report the total number in each category: middle school or lower; some high school; high school diploma; GED; trade or vocational training; 2-year college degree; 4-year college degree; master's degree or higher.

Race of Head of Household – Report the total number in each category: Native American or Alaskan Native; Native Hawaiian or Pacific Islander; African American; Asian; White.

Note: On the annual report form, there is a 'multiracial' option to report the number of head of household that select more than one race from the list.

Ethnicity – Hispanic/Latino – Report the total number of children that received the service and were identified on the application or by the parent as Hispanic/Latino.

# of Programs (unduplicated) – Report the total number of programs in which children received crisis/emergency care. ([3])This number will automatically fill as the denominator for the fourth outcome measure within this service type.

# of Programs Meeting Quality Initiatives – Report the total number of programs that meet each of the quality initiatives by category: NAEYC Accredited; NAFCC Accredited; Head Start; IQPPS Verified; QRS Level 3; QRS Level 4; QRS Level 5; QRIS Level 1, QRIS Level 2, QRIS Level 3, QRIS Level 4, QRIS Level 5. *A program may be counted in more than one quality initiative.*

> *Note: "Quality initiative" is defined as the following quality benchmarks – QRS levels 3, 4, or 5; QRIS levels 1, 2, 3, 4, 5; IQPPS verified; NAEYC or NAFCC accredited; meeting Head Start Program Standards.*

> *QPPS, national accreditation and Head Start Standards are identified for this measure as they are comprehensive and include the essential elements that are proven to create a high quality program.*

> *Achievement of QRS levels 3-5 or QRIS levels 1-5 are additional state recognized measures of program quality. See Tool CC*

Education Level of Lead Teachers – Report the total number of lead teachers that are at each of the following educational levels: GED; high school diploma; CDA; AA in early childhood or child development; AA in related field; BA/BS in early childhood or child development; holds teaching license with Early Childhood endorsement; post graduate degree.

> *Note: Report the teacher only once in the highest level achieved.* **For example,** if a teacher has a bachelor's degree and a teaching license with an endorsement, only count him/her in the teaching license category.

Quality/Efficiency Measures -

% of children screened for: -- Report the number of children screened ([4]) (numerator) and the total number of children served [([1])as reported in the Output measures] (denominator). The form will automatically calculate the percentage. ([4])This number will automatically fill as the denominator for the second quality/efficiency measure within this service type.

Also, identify the type of screening completed (e.g., vision, lead, developmental delays, etc.).

The screening may or not be provided by the funded program. **For example:** There are 30 children in the crisis/emergency program and 20 of those children received a developmental screen in a different program; the other 10 received no developmental screening. Therefore, 67% of children were screened for developmental delays.

% screened that needed follow up services/treatment that were referred for additional services/treatment – Report the number of children screened that needed follow up and were referred for the follow up service (numerator) and the total number of children screened [(^{4})as reported in the quality/efficiency measures] (denominator). The form will automatically calculate the percentage.

Cost per child – Report the total cost of the program (numerator) and the total number of children served [(^{1}) as reported in the Output measures] (denominator). The form automatically calculates the cost per child for the service.

For example: You paid Busy Bees Child Care $3,000 and Sally's Home Child Care $1,000 to provide crisis child care. The total cost is $4,000. They served 8 children; therefore, the cost per child is $500.00.

Outcome Measures –

> *Note: Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

% of families that report decreased stress – Report the number of families that report decreased stress because of this program/service (numerator) and the total number of families participating in the crisis/emergency program [(^{2})as reported in the Output measures] (denominator). The form automatically calculates the percentage.

% of families that are connected to additional concrete supports – Report the number of families that report they are connected to additional concrete supports because of this program/service (numerator) and the total number of families participating in the crisis/emergency program [(^{2})as reported in the Output measures] (denominator). The form automatically calculates the percentage.

% of families that participate in parent education opportunities – Report the number of families that are participating in parent education opportunities (numerator) and the total number of families participating in the crisis/emergency program [(^{2})as reported in the Output measures] (denominator). The form automatically calculates the percentage.

% of programs rating 3 or higher in the QRS system or rating 1 or higher in the QRIS system (unduplicated) – Report the number of programs that receive funding for crisis/emergency care that are a Level 3 or higher in the QRS system or a Level 1 or higher in the QRIS system (numerator) and the total number of programs that receive funding for crisis/emergency care [(^{3})as reported in the Output measures] (denominator). The form automatically calculates the percentage.

> *Note: For this measure, program is defined as registered child development homes, licensed child care centers, and DE license exempt preschool programs.*

Dental – Direct Services

Output Measures -

# of Children Served (unduplicated) – Report the total number of children served by age of the child when the child begins the service in the current fiscal year. The form will automatically total the number of children for you. *Unborn children are included in this count (if funding services to pregnant women.)* ([1])This number will automatically fill as the denominator for the first and third quality/efficiency measures within this service type.

> *Note: You will report each age category, even if the number you are reporting is zero.*

Quality/Efficiency Measures -

% of children screened for: -- Report the number of children screened ([2]) (numerator) and the total number of children served [([1]) as reported in the Output measures] (denominator). The form will automatically calculate the percentage. ([2])This number will automatically fill as the denominator for the second quality/efficiency measure and the second outcome measure within this service type.

Also, identify the type of screening completed.

For example: You provide dental screens for the pre-K class at XYZ School. There are 30 children in the class and 20 receive the dental screen; therefore, 67% of children were screened for dental decay.

% screened that needed follow up services/treatment that were referred for the service/treatment – Report the number of children screened that were referred for follow up service ([3]) (numerator) and the total number of children screened [([2])as reported in the Output measures] (denominator). The form will automatically calculate the percentage. ([3])This number will automatically fill as the denominator for the first outcome measure within this service type.

Cost per child – Report the total cost of the program (numerator) and the number of children served [([1]) as reported in the Output measures] (denominator). The form automatically calculates the cost per child for the service.

Outcome Measures –

> *Note: Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

% of children who need dental treatment that went to a dentist – Report the number of children who went to a dentist after a dental screening identified the need for additional treatment (numerator) and the total number of children found to need additional treatment [([3])as reported in the quality/efficiency measures] (denominator). The form automatically calculates the percentage.

> *Note: Only include children that were found to have restorative dental treatment needs (e.g. fillings, crowns, etc.).*

For example: Screenings through your dental program identified 20 children that had untreated cavities and 18 of those children went to a dentist following the screening to have dental treatment. Therefore, 90% of the children who needed dental treatment went to a dentist.

% of children that are cavity free – Report the number of children who did not have any untreated cavities (numerator) and the total number of children who were screened [([2])as reported in the quality/efficiency measures] (denominator).   The form automatically calculates the percentage.

For example: Your dental program screened 80 children and 60 of the children had no cavities. Therefore, 75% of the children are cavity-free.

Early Care & Education Scholarships – Direct Services

Output Measures -

# of Children Served (unduplicated) **–** Report the total number of children by age when the child begins the service in the current fiscal year. The form will automatically total the number of children for you. ([1])This number will automatically fill as the denominator for the first and third quality/efficiency measures within this service type.

> ***Note:*** *You will report each age category, even if the number you are reporting is zero.*

Marital Status-Head of Household – Report the total number for the head of household in each category: Married, single, widowed, partnered, divorced, separated.

Household Size – Report the total number in the household as reported by the family in each category: 2, 3, 4, 5, 6, or greater than 6.

Federal Poverty Level – Report the total number of families in each category: 100% or below, 101-150%, 151-200%, 201-299%, or 300% or greater.

Education Level of Head of Household – Report the total number in each category: middle school or lower; some high school; high school diploma; GED; trade or vocational training; 2-year college degree; 4-year college degree; master's degree or higher.

Race of Head of Household – Report the total number in each category: Native American or Alaskan Native; Native Hawaiian or Pacific Islander; African American; Asian; White.

Note: On the annual report form there is a 'multiracial' option to report the number of head of household that select more than one race from the list.

Ethnicity – Hispanic/Latino – Report the total number of children that received a scholarship and were identified on the application or by the parent as Hispanic/Latino.

# of Programs (unduplicated) – Report the total number of programs in which children received a scholarship. ([2])This number will automatically fill as the denominator for the fourth outcome measure within this service type.

# of Programs Meeting Quality Initiatives – Report the total number of programs that meet each of the quality initiatives by category: NAEYC Accredited; NAFCC Accredited; Head Start; IQPPS Verified; QRS Level 3; QRS Level 4; QRS Level 5; QRIS Level 1, QRIS Level 2, QRIS Level 3, QRIS Level 4, QRIS Level 5. *A program may be counted in more than one quality initiative.*

> *Note: "Quality initiative" is defined as the following quality benchmarks – QRS levels 3, 4, or 5; QRIS levels 1, 2, 3, 4 or 5; IQPPS verified; NAEYC or NAFCC accredited; meeting Head Start Program Standards.*
>
> *QPPS, national accreditation and Head Start Standards are identified for this measure as they are comprehensive and include the essential elements that are proven to create a high quality program.*
>
> *Achievement of QRS levels 3-5 or QRIS levels 1-5 are additional state recognized measures of program quality. See Tool CC*

Education Level of Lead Teachers – Report the total number of lead teachers that are at each of the following educational levels: GED; high school diploma; CDA; AA in early childhood or child development; AA in related field; BA/BS in early childhood or child development; holds teaching license with Early Childhood endorsement; post graduate degree.

> *Note:* Report the teacher only once in the highest level achieved. (**For example,** if a teacher has a bachelor's degree *and* a teaching license with an endorsement, only count him/her in the teaching license category).

Quality/Efficiency Measures -

% of children screened for: -- Report the number of children screened (^{3}) (numerator) and the number of children served [(^{1}) as reported in the Output measures] (denominator). The form will automatically calculate the percentage. (^{3})This number will automatically fill as the denominator for the second quality/efficiency measure and the fourth outcome measure within this service type.

Also, identify the type of screening completed.

The screen may or not be provided by the funded program. **For example:** You provide developmental screens for the pre-K class at XYZ School. There are 30 children in the class and 20 receive the developmental screen; therefore, 67% of children were screened for developmental delays.

% screened that needed follow up services/treatment that were referred for additional services/treatment – Report the number of children screened that needed follow up and were referred for the follow up service (numerator) and the total number of children screened [(^{3}) as reported in the quality/efficiency measures] (denominator). The form will automatically calculate the percentage.

Cost per child – Report the total cost of the program (numerator) and the number of children served [(^{1}) as reported in the Output measures] (denominator). The form automatically calculates the cost per child for the service.

For example: You paid Busy Bees Preschool $3,000 and Sally's Home Child Care $1,000 to provide direct tuition assistance. The total cost is $4,000. They served 8 children; therefore, the cost per child is $500.00.
Outcome Measures –

> *Note: Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

% of children demonstrating age appropriate skills as measured by – Report the number of children demonstrating age appropriate skills (numerator) and the total number of children that were screened [(^{3}) as reported in the quality/efficiency measures]. The form automatically calculates the percentage.

Also, identify the total number of early learning programs using each of the following assessment(s): GOLD; Creative Curriculum; Brigance; ASQ; IGDIs; High Scope; Ireton Developmental Checklist; Saxon Math; Locally Developed assessment tool.

% of programs rating a 3 or higher in the QRS system or a 1 or higher in the QRIS system – Report the number of early learning programs that have achieved a Level 3, 4 or 5 in the QRS system or a Level 1, 2, 3, 4 or 5 in the QRIS system (numerator) and the total number of early learning programs that received a scholarship [(^{2}) as reported in the Output measures] (denominator). The form automatically calculates the percentage.

> *Note: for this measure, early learning program is defined as registered child development homes, licensed child care centers, and DE license exempt preschool programs.*

Early Care & Education Supportive Services – Direct Services

Output Measures -

# of Children Served (unduplicated) **–** Report the total number of children by age when the child begins the service in the current fiscal year. The form will automatically total the number of children for you. (^{1}) This number will automatically fill as the denominator for the first and third quality/efficiency measures within this service type.

> *Note: You will report each age category, even if the number you are reporting is zero.*

# of Programs (unduplicated) – Report the total number of programs in which children received services. (^{2}) This number will automatically fill as the denominator for the third outcome measure within this service type.

# of Programs Meeting Quality Initiatives – Report the total number of programs that meet each of the quality initiatives by category: NAEYC Accredited; NAFCC Accredited; Head Start; IQPPS Verified; QRS Level 3; QRS Level 4; QRS Level 5; QRIS Level 1, QRIS Level 2, QRIS Level 3, QRIS Level 4, QRIS Level 5. *A program may be counted in more than one quality initiative.*

> *Note: "Quality initiative" is defined as the following quality benchmarks – QRS levels 3, 4, or 5; QRIS levels 1, 2, 3, 4, 5; IQPPS verified; NAEYC or NAFCC accredited; meeting Head Start Program Standards.*
>
> *QPPS, national accreditation and Head Start Standards are identified for this measure as they are comprehensive and include the essential elements that are proven to create a high quality program.*
>
> *Achievement of QRS levels 3-5 or QRIS levels 1-5 are additional state recognized measures of program quality. See Tool CC*

Quality/Efficiency Measures -

<u>% of children screened for:</u> -- Report the number of children screened (^{3}) (numerator) and the number of children served [(^{1}) as reported in the Output measures] (denominator). The form will automatically calculate the percentage. (^{3}) This number will automatically fill as the denominator for the second quality/efficiency measure within this service type.

Also, identify the type of screening completed.

The screen may or not be provided by the funded program. **For example:** You provide developmental screens for the pre-K class at XYZ School. There are 30 children in the class and 20 receive the developmental screen; therefore, 67% of children were screened for developmental delays.

<u>% screened that needed follow up services/treatment that were referred for additional services/treatment</u> – Report the number of children screened that needed follow up and were referred for the follow up service (numerator) and the total number of children screened [(^{3}) as reported in the quality/efficiency measure] (denominator). The form will automatically calculate the percentage.

<u>Cost per child</u> – Report the total cost of the program (numerator) and the number of children served [(^{1}) as reported in the Output measures] (denominator). The form automatically calculates the cost per child for the service.

For example: You paid Busy Bees Preschool $3,000 and Sally's Home Child Care $1,000 to provide direct tuition assistance. The total cost is $4,000. They served 8 children; therefore, the cost per child is $500.00.

Outcome Measures –

> *Note: Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

<u>% of children demonstrating age appropriate skills as measured by</u> – Report the number of children demonstrating age appropriate skills (numerator) and the total number of children that were screened [(^{3}) as reported in the quality/efficiency measure] (denominator). The form automatically calculates the percentage.

Also, identify the total number of early learning programs using each of the following assessment(s): GOLD; Creative Curriculum; Brigance; ASQ; IGDIs; High Scope; Ireton Developmental Checklist; Saxon Math; Locally Developed assessment tool.

<u>% of programs rating a 3 or higher in the QRS system or a 1 or higher in the QRIS system</u> – Report the number of early learning programs that have achieved a Level 3, 4 or 5 in the QRS system or Level 1, 2, 3, 4 or 5 in the QRIS system (numerator) and the total number of early learning programs that received supportive services [(^{2}) as reported in the Output measures] (denominator). The form automatically calculates the percentage.

> *Note: for this measure, early learning program is defined as registered child development homes, licensed child care centers, and DE license exempt preschool programs.*

Health Prevention – Direct Services

Output Measures -

<u># of Children Served (unduplicated)</u> **–** Report the total number of children served by age of the child when the child begins the service in the current fiscal year. The form will automatically total the number of children for you. *Unborn children are included in this count.* ([1])This number will automatically fill as the denominator for the first and third quality/efficiency measure within this service type.

> *Note: You will report each age category, even if the number you are reporting is zero.*

Quality/Efficiency Measures -

<u>% of children screened for:</u> -- Report the number of children screened ([2]) (numerator) and the number of children served [([1])as reported in the Output measures] (denominator). The form will automatically calculate the percentage. ([2])This number will automatically fill as the denominator for the second quality/efficiency measure within this service type. **Also**, identify the type of screening completed (e.g., vision, lead, developmental delays, etc.).

The screen may or not be provided by the funded program. **For example:** You provide lead screens for the pre-K class at XYZ School. There are 30 children in the class and 20 receive the lead screen; therefore, 67% of children were screened for high levels of lead.

<u>% screened that that were referred for follow up services/treatment</u> – Report the number of children screened that needed follow up that were referred for follow up service ([3]) (numerator) and the total number of children that were screened [([2])as reported in the quality/efficiency measures] (denominator). The form will automatically calculate the percentage. ([3])This number will automatically fill as the denominator for the outcome measure within this service type.

<u>Cost per child</u> – Report the total cost of the program (numerator) and the number of children served [([1]) as reported in the Output measures] (denominator). The form automatically calculates the cost per child for the service.

For example: You paid $5,000 to provide lead screens. There were 8 children screened; therefore, the cost per child is $625.00.

Outcome Measures –

> *Note: Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

<u>% screened that needed follow up services/treatment that received the service/treatment</u> – Report the number of children screened that needed follow up that actually received the follow up service (numerator) and the number of children screened that needed follow up that were referred for follow up service [([3])as reported in the quality/efficiency measures] (denominator). The form will automatically calculate the percentage.

Literacy – Direct Services

Output Measures -

<u># of Children Served (unduplicated)</u> **–** Report the total number of children served by age of the child when the child begins the service in the current fiscal year. The form will automatically total the number of children for you. ([1])This number will automatically fill as the denominator for the quality/efficiency measure within this service type.

> ***Note:*** *You will report each age category, even if the number you are reporting is zero.*

<u># of Families Served (unduplicated)</u> – Report the number of families served in the program. ([2])This number will automatically fill as the denominator for the outcomes within this service type.

Quality/Efficiency Measures -

<u>Cost per child</u> – Report the total cost of the program (numerator) and the number of children receiving the service [([1])as reported in the Output measures] (denominator). The form automatically calculates the cost per child for the service.

Outcome Measures –

> ***Note:*** *Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

<u>% of families that report an increase in reading to their children each day</u> – Report the number of families that report an increase in reading to their children (numerator) and the total number of families participating in the literacy program [([2])as reported in the Output measures] (denominator). The form automatically calculates the percentage.

<u>% of families that report an increase in talking with their children about new words in stories</u> – Report the number of families that report an increase in talking with their children about new words in stories (numerator) and the total number of families participating in the literacy program [([2])as reported in the Output measures] (denominator). The form automatically calculates the percentage.

Prenatal/Postnatal – Direct Services

Output Measures -

<u># of Children Served (unduplicated)</u> **–** Report the total number of children served by age of the child when the child begins the service in the current fiscal year. The form will automatically total the number of children for you. *Unborn children are included in this count.* ([1])This number will automatically fill as the denominator for the first and the third quality/efficiency measures within this service type.

> ***Note:*** *You will report each age category, even if the number you are reporting is zero.*

Quality/Efficiency Measures -

<u>% of children screened for:</u> -- Report the number of children screened ([2]) (numerator) and the total number of children served [([1]) as reported in the Output measures] (denominator). *Unborn children are included in this count.* The form will automatically calculate the percentage. ([2])This number will automatically fill as the denominator for the second quality/efficiency measure within this service type. The form automatically calculates the percentage.

Also, identify the type of screening completed (e.g., vision, lead, developmental delays, etc.).

The screening may or not be provided by the funded program. **For example:** Your program provides visits to expectant families or families with a newborn(s) to provide services, i.e., a newborn screening, a weight check, etc. You also make referrals for the family to additional services. You visit 30 infants and all 30 receive the screenings; therefore, 100% of infants were provided the newborn screenings.

<u>% screened that needed follow up services/treatment that were referred for additional services/treatment</u> – Report the number of children screened that needed follow up and were referred for the follow up service ([3]) (numerator) and the total number of children screened [([2])as reported in the quality/efficiency] (denominator). *Unborn children are included in this count.* ([3])This number will automatically fill as the denominator for the outcome measure within this service type. The form automatically calculates the percentage.

<u>Cost per child</u> – Report the total cost of the program (numerator) and the total number of children served [([1]) as reported in the Output measures] (denominator). *Unborn children are included in this count.* The form automatically calculates the cost per child for the service.

Outcome Measures –

> *Note: Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

<u>% screened that needed follow up services/treatment that received the service/treatment</u> – Report the number of children screened that needed additional services and actually received the follow up service (numerator) and the total number of children screened that needed follow up [([3])as reported in the quality/efficiency measures] (denominator). *Unborn children are included in this count.* The form automatically calculates the percentage.

Transportation – Direct Services

Output Measures -

<u># of Children Served (unduplicated)</u> – Report the total number of children served by age of the child when the child begins the service in the current fiscal year. The form will automatically total the number of children for you. ([1])This number will automatically fill as the denominator for the quality/efficiency measure within this service type; and will be used in the calculation for the other output and the outcome measure.

> *Note: You will report each age category, even if the number you are reporting is zero.*

<u># of days transportation was provided</u> – Report the total number of days transportation was provided multiplied by the total number of children served. ([2])This number will automatically fill as the denominator for the outcome measure within this service type.

Quality/Efficiency Measures -

Cost per child – Report the total cost of the program (numerator) and the number of children receiving transportation services [(^{1})as reported in the Output measures] (denominator). The form automatically calculates the cost per child for the service.

Outcome Measures –

> ***Note:*** *Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

% of days that children attended preschool that were provided transportation – Report the number of days that children attended preschool that were provided transportation (numerator) and the total number of days transportation was provided multiplied by the total number of children served [(^{2})as reported in the Output measures] (denominator). The form automatically calculates the percentage.

For example: Nine (9) children received transportation to attend preschool three days a week for nine months (108 days x 9 children = 972 total days). Four (4) of the children attended only 90 days out of the 108 possible days (108 days x 5 children + 90 days x 4 children = 900). Therefore, the children were provided transportation 92.5% of the days (900/972).

> ***Note:*** *The number of days all the children were provided transportation will be a large number; however, the % is what we are measuring.*

Business Investment Program – Indirect Services

> ***Note:*** *Refer to Tool M, Investing in the Business Investment Program Operated by Iowa Child Care Resource and Referral*

Output Measures -

# of businesses participating by category (unduplicated) – Report the total number of business participating in each category: non-registered; non-registered that became DHS registered; DHS registered; and DHS licensed. (^{1}) This number will automatically fill as the denominator for the first quality/efficiency measure within this service type.

# of business participating in QRS and QRIS systems – Report the total number of business participating at each QRS and QRIS level: QRS level 1; QRS level 2; QRS level 3; QRS level 4; QRS level 5; QRIS level 1; QRIS level 2; QRIS level 3; QRIS level 4; QRIS level 5.

# of start-up businesses by category – Report the total number businesses participating in start-up activities in each category: non-registered; non-registered that became DHS registered; DHS registered; and DHS licensed.

# of expansion businesses by category – Report the total number businesses participating in expansion activities in each category: non-registered; non-registered that became DHS registered; DHS registered; and DHS licensed.

Quality/Efficiency Measures -

% of businesses that received at least one incentive – Report the number of businesses that received at least one incentive in each category: non-registered; non-registered that became DHS registered; DHS registered; and DHS licensed (numerator) and the total number of businesses participating in each category [([1]) as reported in the Output measures] (denominator). The form will automatically calculate the percentage for each category. ([2])

Outcome Measures –

> *Note: Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

% of businesses that increased or maintained the highest level in the QRS or QRIS system – Report the number of businesses that increased QRS or QRIS level or maintained the highest level (numerator) and the total number of businesses participating in the [([1]) as reported in the Output measures] (denominator) The form automatically calculates the percentage.

Child Care Nurse Consultant – Indirect Services

Output Measures -

# of visits by a nurse consultant – Report the total number of visits the child care nurse consultant makes to early learning programs. Early learning program is defined as registered child development homes, licensed child care centers, license exempt programs, non-registered child care homes, etc.   This may be a duplicate count.

For example, if you visit 3 child care centers in September and you visit the same 3 child care centers in December, count 6. This measure is capturing the actual number of visits made.

# of programs participating with nurse consultant (unduplicated) – Report the total number of programs that participate with the child care nurse consultant. Program is defined as registered child development homes, licensed child care centers, licensed exempt programs, non-registered child care homes, etc. ([1])This number will automatically fill as the denominator for the second quality/efficiency measure within this service type.

Examples of "participating" with the child care nurse consultant: onsite provider visits, onsite training, special needs care planning, etc. This performance measure also includes child care nurse consultant activities where the consultant is working on specific activities/assessments/consultation with a provider to improve quality. "Participating" does not include general TA consultation, newsletters, mass emails to providers, health fairs, etc.

# of programs participating with the nurse consultant by category – Report the total number of programs in which children received child care nurse consultant services in each category: non-registered; DHS registered; DHS licensed; DE regulated/license exempt; QRS level 1; QRS level 2; QRS level 3; QRS level 4; QRS level 5; QRIS Level 1, QRIS Level 2, QRIS Level 3, QRIS Level 4, QRIS Level 5. *A program may be counted in more than one category.*

# of children with special health care needs – Report the total number of children that have special health care needs. ([2])This number will automatically fill as the denominator for the first outcome measure.

> *Note: If the program does not have children with special health care needs enrolled, report zero.*

# of technical assistance contacts – Report the total number of direct technical assistance contacts provided to programs by the nurse consultant, other than in-person visits which are reported separately. Technical assistance (TA) is defined as the provision of information to address an identified need utilizing 'best practices' via telephone or e-mail by a person with known expertise and skill in a specific area. TA delivery is short in duration (two or fewer contacts) customized to meet the needs of the client and offers specific solutions to a specific issue. *(This definition is excerpted from CCR&R RFP)*

Quality/Efficiency Measures -

% of programs rating a 3 or higher in the QRS system or a 1 or higher in the QRIS system – Report the number of early learning programs that received child care nurse consultation that have achieved a Level 3, 4 or 5 in the QRS system or a Level 1, 2, 3, 4 or 5 in the QRIS system (numerator) and the total number of early learning programs that received child care nurse consultation [([1])as reported in the Output measures] (denominator). The form automatically calculates the percentage.

Cost per program – Report the total cost of the child care nurse consultant service (numerator) and the total number of programs participating [([1])as reported in the Output measures] (denominator). The form automatically calculates the cost per program.

Outcome Measures –

> ***Note:*** *Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

% of children with special health care needs with a special needs care plan in place at the child care facility (program) – During a Child Record Review, onsite care plan consultation or other general consultation visit where children with special health care needs and care planning are a considerable focus of the visit, report the number of children with special health care needs who have a care plan at the facility (numerator) and the total number of children with special health care needs [([2])as reported in the Output measures] (denominator). Child care facility includes registered child development homes, licensed child care centers, licensed exempt programs, non-registered child care homes, etc. The form automatically calculates the percentage.

> ***Note:*** *If the program does not have children with special health care needs enrolled, report zero. The special health care needs plan on file at the center does not have to have been written by the CCNC.*
>
> *The plans may include IFSP, IEP, care plan from health care provider, OT, PT, etc. This measure is not likely appropriate at every onsite consultation, for example, during an Injury Prevention Checklist.*

% of programs receiving onsite assessment and consultation that improve health and safety conditions in their early learning environments – Report the number of programs that received onsite assessment and consultation that improved health and safety conditions in their early learning environments (numerator) and the total number of programs that received onsite assessment and consultation from the child care nurse consultant (denominator). The form automatically calculates the percentage. Program includes registered child development homes, licensed child care centers, licensed exempt programs, non-registered child care homes, etc. The form automatically calculates the percentage.

For example, the child care nurse consultant visits 10 providers for QRS assessments, 5 providers for sanitation/disinfection instruction and follow-up and 5 providers for special needs care planning. As a result of those visits, 18 providers improve the health and safety conditions in their early learning environment. The total number of providers that make changes to improve the health and safety conditions in their early learning environment is 18 (numerator) and the total number of providers participating with the child care nurse consultant is 20 (denominator). Therefore, the percentage of programs receiving onsite assessment and consultation that improved health and safety conditions in their early learning environments is 90%.

Coordinated Intake – Indirect Services

Output Measures -

# of intakes processed – Report the total number of coordinated intake requests processed. ([1])This number will automatically fill as the denominator for the quality/efficiency measures within this service type.

# of families (unduplicated) – Report the number of families that received a referral in the coordinated intake service. ([2])This number will automatically fill as the denominator for the outcome measures within this service type.

Quality/Efficiency Measures -

Cost per intake – Report the total cost of the service (numerator) and the number of intakes processed [([1])as reported in the Output measures] (denominator). The form automatically calculates the cost per application for the service.

% intakes referred to a program or service – Report the number of intake requests that were referred to a program or service (numerator) and the total number of intake requests processed [([1])as reported in the Output measures] (denominator). The form will automatically calculate the percentage.

Outcome Measures –

> **Note:** *Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

% of families that received a referral that enrolled in a local program - Report the number of families that received a referral and enrolled in a local program (numerator) and the total number of families that received a referral [([2])as reported in the Output measures] (denominator). The form automatically calculates the percentage.

For example: 75 families are referred to services and 70 families enroll in a local program as a result; therefore, 93% of the families that received a referral went on to enroll in a program.

% of families that received a referral that did not enroll in a local program - Report the number of families that received a referral and did NOT enroll in a local program (numerator) and the total number of families that received a referral [([2])as reported in the Output measures] (denominator). The form automatically calculates the percentage.

For example: 75 families are referred to services and 5 families did NOT follow through and enroll in the local program/service to which they were referred; therefore, 7% of the families that received a referral did NOT enroll in a local program.

hawk-I Outreach – Indirect Services

Output Measures -

<u># of Applications Submitted</u> – Report the total number of *hawk-I* applications completed and submitted for processing. **(**[1])This number will automatically fill as the denominator for the quality/efficiency measure and the outcome measure within this service type.

Quality/Efficiency Measures -

<u>Cost per application </u>– Report the total cost of the program (numerator) and the number of applications submitted for processing [([1])as reported in the Output measures] (denominator). The form automatically calculates the cost per application for the service.

For example: You paid XYZ Public Heatlh $10,000 to market *hawk-I* and assist with the applications. 20 applications were completed and submitted; therefore, the cost per child is $500.00.

Outcome Measures -

> *Note: Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

<u>% of children applying for hawk-I that actually enroll in the program</u> - Report the number of children that successfully enroll in the program (numerator) and the number of applications submitted for processing ([1])as reported in the Output measures] (denominator).The form automatically calculates the percentage.

For example: You help 10 children apply for *hawk-i* and 8 children actually enroll. Therefore, 80% are enrolled in the program.

Quality Improvement for Early Learning – Indirect Services

Output Measures -

<u># of Programs (unduplicated)</u> – Report the total number of programs participating in the funded quality improvement activity(ies). ([1])This number will automatically fill as the denominator for the quality/efficiency measures and outcome measures within this service type.

<u># of Funded Programs in the QRS system (unduplicated)</u> – Report the total number of programs participating in the following QRS levels: QRS level 1; QRS level 2; QRS level 3; QRS level 4; QRS level 5; QRIS Level 1, QRIS Level 2, QRIS Level 3, QRIS Level 4, QRIS Level 5.

Quality/Efficiency Measures -

<u>% of programs rating a 3 or higher in the QRS system or a 1 or higher in the QRIS system</u> – Report the number of early learning programs that have achieved a Level 3, 4 or 5 in the QRS system or a Level 1, 2, 3, 4 or 5 in the QRIS system (numerator) and the total number of early learning programs that participated in the quality improvement activity [([1])as reported in the Output measures] (denominator). The form automatically calculates the percentage.

Outcome Measures –

> ***Note:*** *Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

<u>% of programs that improve or maintain at the highest level, their rating in a quality initiative</u> – Report the number of programs participating in the quality improvement activity that improve their rating as defined below, or that maintain their rating at the highest level in the rating (numerator) and the total number of programs funded [([1]) as reported in the Output measures] (denominator). The form automatically calculates the percentage.

> ***Note:*** *"Quality initiative" is defined as achievement of QRS levels 3-5 or QRIS levels 1-5.*

For example:
- If the program was a QRS level 3 at the end of the previous fiscal year and they are still a QRS level 3 at the end of the current fiscal year, they would be counted as maintained.
- If a child development home was a QRS level 2 at the end of the previous fiscal year and they are still a 2 at the end of the current fiscal year, they would **not** be counted as maintained because 2 does not meet the definition of a quality initiative for this measure.

Preschool Scholarship Coordination – Indirect Services

Output Measures -

<u># of scholarships processed</u> – Report the total number of tuition assistance applications completed. ([1])This number will automatically fill as the denominator for the quality/efficiency measure and the first two outcome measures within this service type.

<u># of programs (unduplicated)</u> – Report the total number of programs in which children received direct tuition assistance. ([2])This number will automatically fill as the denominator for the third outcome measure within this service type.

<u># of programs meeting QRS levels 3 or higher in the QRS system or QRIS levels 1 or higher in the QRIS system (unduplicated)</u> – Report the total number of programs in which children received direct tuition assistance at each of the following levels: QRS level 3; QRS level 4; QRS level 5; QRIS Level 1, QRIS Level 2, QRIS Level 3, QRIS Level 4, QRIS Level 5.

Quality/Efficiency Measures -

<u>Cost per application</u> – Report the total cost of the service (numerator) and the number of tuition assistance applications completed [([1]) as reported in the Output measures] (denominator). The form automatically calculates the cost per application for the service.

Outcome Measures –

> ***Note:*** *Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

<u>% of children applying for preschool scholarships who actually receive the scholarship</u> – Report the number of children that received tuition assistance to an early learning environment (numerator) and the total number of applications completed [([1])as reported in the Output measures] (denominator). The form automatically calculates the percentage.

For example: You process 75 completed applications for tuition assistance and you provide 70 scholarships; therefore, 93% of the children applying actually received the scholarship.

<u>% of children applying for the scholarship that did not receive it because of</u> – Report the number of tuition assistance applications that were turned down (numerator) and the total number of applications completed [([1])as reported in the Output measures] (denominator). The form automatically calculates the percentage.

Also, list all reasons the scholarship applications were not successful.

<u>% of programs rating a 3 or higher in the QRS system or a 1 or higher in the QRIS system</u> – Report the number of early learning programs that received tuition assistance funds that have achieved a Level 3, 4 or 5 in the QRS system or a Level 1, 2, 3, 4 or 5 in the QRIS system (numerator) and the total number of early learning programs that received tuition assistance funds [([2])as reported in the Output measures] (denominator). The form automatically calculates the percentage.

Professional Development: Conferences – Indirect Services

Output Measures -

<u># of participants at the conference (if funded per person only)</u> – Report the total number of individuals that were funded to attend the conference. **Note:** *This measure is required only if individuals were provided registration or stipends to attend. If funding was provided to generally sponsor the event, not per person, report zero for this measure.*

<u># of total conferences funded</u> – Report the total number of conferences supported, either with general funding or per person. ([1])This number will automatically fill as the denominator for the quality/efficiency measure within this service type.

<u># of conferences in each category</u> – Report the total number of conferences that best fit in each of the following categories: early learning; family support; special needs; health, mental health, nutrition.
> *Note: Choose the category that best describes the majority of workshops at the conference. This is reported as a whole event. Do no split out conferences by the content of the workshops offered.*

Quality/Efficiency Measures -

<u>% of conferences that best fit in each category</u> (unduplicated) – Report the number of conferences by category (numerator) and the total number of conferences [([1]) as reported in the Output measures] (denominator). *The denominator is the same for each category.* The form automatically calculates the percentage per category.

> **Note:** *This measure is at the full conference level; report by the best category in which it fits. The four options are: early learning; family support; special needs; health, mental health, nutrition.*

Professional Development: Credit-bearing – Indirect Services

Note: *Use these measures when funding classes for the accrual of academic credit from an accredited institution only.*

Output Measures -

<u># of participants (unduplicated)</u> – Report the total number of individuals receiving academic credit. ([1])This number will automatically fill as the denominator for the second quality/efficiency measures within this service type.

<u># of classes attended for academic credit</u> – Report the total number of classes attended for academic credit. ([2])This number will automatically fill as the denominator for the first quality/efficiency measure within this service type.

<u># of credit-bearing classes in each category</u> – Report the total number of classes attended for academic credit that best fit in each of the following categories: early learning; family support; special needs; health, mental health, nutrition. ([3])These numbers will be the numerators for the first quality/efficiency measure within this service type.

> *Note: This is determined by the overall topic/content of the class. It is possible that one ECI contract funds students in classes that fit in more than one category and therefore, should report the different classes in the appropriate category.*

Quality/Efficiency Measures -

<u>% of credit-bearing classes that best fit in each category</u> (unduplicated) – Report the number of classes attended for academic credit by category (numerator) and the total number of classes attended for academic credit [([1]) as reported in the Output measures] (denominator). *The denominator is the same for each category.* The form automatically calculates the percentage per category.

> *Note: This measure is at the credit-bearing class level and reports the best category in which it fits. The four options are: early learning; family support; special needs; health, mental health, nutrition.*

<u>Cost per participant</u> – Report the total cost of the professional development opportunity (numerator) and the total number of individuals receiving academic credit [([2])as reported in the Output measures] (denominator). The form automatically calculates the cost per application for the service.

Professional Development: Training – Indirect Services

Note: *Use these measures when funding training opportunities. These opportunities may be one-shot training/workshops or provided as a series, such as ChildNet. For this category, a series is counted as one training opportunity.*

Output Measures -

<u># of trainings </u> – Report the total number of trainings funded. If the training was offered more than once in the fiscal year, count it the number of times it was offered. ([1])This number will automatically fill as the denominator for the quality/efficiency and outcome measures within this service type.

# of trainings that best fit in each category (unduplicated per category) – Report the total number of trainings funded that best fit in each of the following categories: early learning; family support; special needs; health, mental health, nutrition. (^{2})These numbers will be the numerators for the first quality/efficiency measure within this service type.

> *Note: This is determined by the overall topic/content of the training. It is possible that one contractor provides training in multiple categories and therefore, should report the different training opportunities in the appropriate category.*

For example, CCR&R provided the following training in the fiscal year: "Dealing with Head Lice", "How to Maximize Play", and the "ChildNet" series. While the ChildNet series has different training topics within the 10 weeks (one of which is health related) the majority of the content is related to early learning environments. Therefore, CCR&R would report these trainings as: 2 - early learning; 1 – health, mental health and nutrition.

Quality/Efficiency Measures -

% of trainings that best fit in each category (unduplicated) – Report the number of trainings by category [(^{2})as reported in the Output measures] (numerator) and the total number of trainings that were offered [(^{1})as reported in the Output measures] (denominator). *The denominator is the same for each category.* The form automatically calculates the percentage per category.

> *Note: This measure is at the training opportunity level; report the best category in which it fits. The four options are: early learning; family support; special needs; health, mental health, nutrition.*

Cost per training – Report the total cost of the training (numerator) and the total number of trainings provided [(^{1})as reported in the Output measures] (denominator). The form automatically calculates the cost per training.

Public Awareness/Child Fairs – Indirect Services

Output Measures -

# of activities provided – Report the total number of activities funded. (^{1})This number will automatically fill as the denominator for the quality/efficiency measure within this service type.

# of families – Report the number of families that participated in the awareness activity or the child fair. (^{2})This number will automatically fill as the denominator for the outcome measure within this service type.

# of estimated reach – Report the number that the public awareness opportunity is estimated to reach.

For example, if an article was placed into the local newspaper report the number the paper estimates for its reach. If the funded activity is a child fair, report the estimated number of attendees at the event.

Quality/Efficiency Measures -

Cost per activity – Report the total cost of the activity(ies) (numerator) and the number of public awareness/child fairs funded [(^{1})as reported in the Output measures] (denominator). The form automatically calculates the cost per application for the service.

Outcome Measures –

> ***Note:*** *Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

<u>% of families with an increased awareness of ECI and early childhood services available to their child</u> – Report the number of families that report an increase in awareness because of the funded activity (numerator) and the total number of families participating in the activity [(^{2})as reported in the Output measures] (denominator). The form automatically calculates the percentage.

> ***Note:*** *If a marketing campaign or a newsletter were funded, this measure is not applicable. In that case, report zero.*

Resource Libraries – Indirect Services

Output Measures -

<u># of times materials are checked out</u> – Report the total number of times that resource materials were checked out within the fiscal year. (^{1})This number will automatically fill as the denominator for the quality/efficiency measure within this service type.

<u># of programs (unduplicated)</u> – Report the number of programs that utilized the resource library by checking out items. (^{2})This number will automatically fill as the denominator for the outcome measure within this service type.
> ***Note:*** *Each program is counted once in the unduplicated count.*

For example, XYZ Child Development Center, Sally's in-home child care program and 2 different teachers from Busy Bee Preschool all checked out items from the resource library. Report (3) for the # of programs.

Quality/Efficiency Measures -

<u>Cost per checkout</u> – Report the total cost of the service (numerator) and the number of times materials were checked out [(^{1}) as reported in the Output measures] (denominator). The form automatically calculates the cost per times materials were checked out.

Outcome Measures –

> ***Note:*** *Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

<u>% of programs that increased their knowledge of early childhood growth and development because of the resource library</u> – Report the number of programs that report an increase in early childhood growth and development knowledge because of the resource library (numerator) and the total number of programs checking out items [(^{2})as reported in the Output measures] (denominator). The form automatically calculates the percentage.

Technical Assistance: Consultation, Mentoring and Coaching – Indirect Services

Note: Use these measures when funding individuals to work on-site with programs in consultation, mentoring or coaching roles. Examples may include: child care center/home consultants; early learning coordinators; EC-PBIS coaches; etc.

Output Measures -

<u># of visits completed</u> – Report the total number of visits the consultant, mentor or coach makes to programs. This may be a duplicate count.

For Example, if you visit 3 child care centers in September and you visit the same 3 child care centers in December, count 6. This measure is capturing the actual number of visits made.

<u># of programs participating (unduplicated)</u> – Report the total number of programs that participate with the consultant, mentor or coach. ([1])This number will automatically fill as the denominator for the third quality/efficiency within this service type.

Examples of "participating" with a consultant, mentor or coach: onsite provider visits, onsite mentoring/ coaching, etc. This performance measure also includes activities where the consultant/mentor/coach is working on specific activities/assessments/consultation with a provider to improve quality. "Participating" does not include general TA consultation, newsletters, mass emails to providers, health/child fairs, etc.

<u># of programs participating by category</u> – Report the total number of programs that receive consultation, coaching or mentoring services in each category: non-registered; DHS registered; DHS licensed; DE regulated/license exempt; QRS level 1; QRS level 2; QRS level 3; QRS level 4; QRS level 5; QRIS Level 1, QRIS Level 2, QRIS Level 3, QRIS Level 4, QRIS Level 5. *A program may be counted in more than one category.*

<u># of technical assistance contacts</u> – Report the total number of direct technical assistance contacts the consultant, mentor or coach provided to the programs, other than in-person visits which are reported separately. Technical assistance (TA) is defined as the provision of information to address an identified need utilizing 'best practices' via telephone or e-mail by a person with known expertise and skill in a specific area. TA delivery is short in duration (two or fewer contacts) customized to meet the needs of the client and offers specific solutions to a specific issue. *(This definition is excerpted from CC&RR RFP)*

Quality/Efficiency Measures -

<u>% of all programs receiving service by category</u> (unduplicated) – Report the number of programs that the funded consultant, mentor or coach works with by category (numerator) and the total number of programs that are participating [([1])as reported in the Output measures] (denominator). *The denominator is the same for each category.* The form automatically calculates the percentage per category.

> **Note:** *This measure is at the program level and reports the participating programs by program type. The four options are: early learning; family support; special needs; health, mental health, nutrition.*

For Example, the consultant works with 3 child care centers in the ECI area. She also works with one family support program, helping that program connect families and resources for the children that participate in the child care programs. The total number of programs (denominator) is 4. The data would be reported as follows:
The total number of early learning programs is 3 (numerator), or 75% early learning programs.
The total number of family support is 1 (numerator), or 25% family support programs.

<u>% of programs rating a 3 or higher in the QRS system</u> – Report the number of early learning programs that received consultation, mentoring or coaching that have achieved a Level 3, 4 or 5 in the QRS system (numerator) and the total number of early learning programs that received the services [([1])as reported in the Output measures] (denominator). The form automatically calculates the percentage.

For example: The EC-PBIS coach works with 10 total child care centers and 7 are levels 3, 4, or 5 in QRS. 70% of the programs would be participating in a quality initiative.

<u>Cost per program</u> – Report the total cost of the child care nurse consultant service (numerator) and the total number of programs participating [([1])as reported in the Output measures] (denominator). The form automatically calculates the cost per program.

Outcome Measures –

> ***Note:*** *Outcome measures are only reported on an annual basis. More frequent reporting does not present a complete or accurate reflection of the outcomes achieved by the program.*

<u>% of programs that meet the goals established for the service</u> – Report the number of programs that meet the goals that were jointly established by the program and the consultant, mentor or coach (numerator) and the total number of programs participating in the consultation, mentoring or coaching activity (denominator).

> ***Note:*** *These goals are specific to the activity and/or the individual needs of the program participating in the consultation, mentoring or coaching service. They are established based on the desired outcome of the service. These are not determined at the state or the local board level.*

For Example*, when the child care consultant begins working with a child care center or child development home, individualized goals are set with the program or provider based on determined needs. **Examples** of items that may be identified for improvement might include: curriculum/DAP; health and safety practices; or participation in the QRS. For example, in working with an infant program, the goal established was to improve the program's diapering practices in the infant room. At the end of the year, the program had established a safe and healthy diapering area and had developed written policies to ensure the practice.   In this case, the goal would be reported as met for this program.*

WAGE$ – Indirect Services

Output Measures -

<u># of total recipients</u> – Report the total number of recipients. ([1])This number will automatically fill in as the denominator for quality/efficiency and outcome measures within this service type.

<u># of recipients who retained employment in their early learning program</u> – Report the total number of recipients who retained employment in their early learning program. ([2])This will automatically fill in as the numerator for an outcome measure within this service type.

<u># of recipients at temporary award levels</u> – Report the total number of recipients at temporary award levels. ([3])This will automatically fill in as the denominator for an outcome measure within this service type.

<u># of recipients at temporary award levels who earned additional college credits</u> – Report the total number of recipients at temporary award levels who earned additional college credits. ([4])This will automatically fill in as the numerator for an outcome measure within this service type.

<u># of six-month financial supplements</u> – Report the total number of six-month financial supplements issued. ([5])This number will automatically fill in as the denominator for a quality/efficiency measure within this service type.

<u># of recipients who receive at least one six-month financial supplement</u> (unduplicated) – Report the total number of recipients who receive at least one six-month financial supplement.

> ***NOTE:*** *Only report the recipient once whether the person received one or two six-month financial supplements.*

Cost of six-month financial supplements issued – Report the total dollar amount of the six-month financial supplements issued. ([6])This number will automatically fill in as the numerator for a quality/efficiency measure within this service type.

# of early learning programs with at least one WAGE$ recipient – Report the total number of early learning programs with at least one WAGE$ recipient. ([7])This number will automatically fill in as the denominator for a quality/efficiency measure within this service type.

# of participating early learning programs at each QRS level – Report the number of early learning programs with at least one WAGE$ recipient in the following QRS levels: QRS level 1; QRS level 2; QRS level 3; QRS level 4; QRS level 5.

# of participating early learning programs meeting other quality initiatives – Report the total number of programs with at least one WAGE$ recipient that meet each of the quality initiatives by category: NAEYC Accredited; NAFCC Accredited; Head Start and IQPPS Verified. *A program may be counted in more than one quality initiative.*

Quality/Efficiency Measures -

Average amount of six-month financial supplement – Report the total dollars of six-month financial supplements issued [([6])as reported in the Output measures] (numerator) and the total of six-month financial supplements issued [([5])as reported in the Output measures] (denominator). The form automatically calculates the average amount of a financial supplement.

Cost per recipient – Report the total cost of the WAGE$ program (numerator) and the total number of recipients [([1])as reported in the Output measures] (denominator). The form automatically calculates the cost per recipient for the service.

% of programs rating a 3 or higher in the QRS system – Report the number of early learning programs that achieved a Level 3, 4 or 5 in the QRS system and had at least one WAGE$ recipient (numerator) and the total number of early learning programs that had at least one WAGE$ recipient [([7]) as reported in the Output measures] (denominator). The form automatically calculates the percentage.

Outcome Measures:

% of recipients who retained employment in their early learning program - Report the total number of recipients who retained employment in their early learning program [([2])as reported in the Output measures] (numerator) and the total number of recipients [([1])as reported in the Output measures] (denominator)   The form automatically calculates the percentage.

% of recipients at temporary award levels who earned additional college credit – Report the total number of recipients at temporary award levels who earned additional college credits [([4])as reported in the Output measures] (numerator) and the total number of recipients at temporary award levels [([3])as reported in the Output measures] (denominator) . The form automatically calculates the percentage.