STAFF NAME: _________________________________ DATE COMPLETED: __________

DISCIPLINE: __________ IF EIS, DATE ENTERED INTO THE EIS REGISTRY: __________

SUPERVISOR SIGNATURE: ___________________________ REVIEW DATE: ________

☐ I have completed the Making It Work module
☐ I have completed the Family Centered Case Management module (Service Coordinators only)

*Complete modules specific to your discipline prior to completing the self-assessment.

Self-Assessment

Rate your knowledge on a scale of 1 – 5
5 = Very Knowledgeable (able to teach others); 4 = Knowledgeable; 3 = Some knowledge, occasional questions; 2 = Very basic knowledge, frequent questions; 1 = No knowledge of the topic

☐ Local community resources for families with young children
☐ Typical infant and toddler development (birth – 36 months)
☐ Using a computer (accessing websites, email, web/email calendars, PowerPoint, Word, PDFs)
☐ Knowledge about the Texas ECI Mission, Philosophy and Key Principles
☐ IDEA Part C
☐ Rules and procedures for the ECI Referral and Initial Contact process
☐ Rules and procedures for the ECI Evaluation and Assessment process
☐ Rules and procedures for the ECI IFSP process
☐ Rules and procedures for ECI Service Delivery
☐ Rules and procedures for ECI Case Management
☐ Rules and procedures for ECI Transition
☐ The Battelle Developmental Inventory
☐ The Hawaii Early Learning Profile (HELP)
☐ Determining Global Child Outcomes ratings
☐ Knowledge of the family cost share system
☐ Strategies to address speech development during daily activities
☐ Strategies to address motor development during daily activities
☐ Strategies to address cognitive development during daily activities
☐ Strategies to address social-emotional development during daily activities
☐ Strategies to address adaptive/self help development during daily activities
☐ Establishing and building rapport with families
Rate yourself on a scale of 1 – 5
5 = Almost always true; 4 = Frequently true; 3 = Sometimes true; 2 = Seldom true; 1= Never true

___ People would say I am an organized person
___ I manage my time effectively & meet deadlines
___ I manage conflict effectively
___ I know when to ask for help
___ I am flexible with people
___ I am willing to ask for help
___ People would say that I am respectful to others
___ I am a good communicator
___ I work well with people
___ I work well in teams
___ I maintain appropriate professional boundaries
___ I can adjust to unexpected circumstances
___ I am comfortable with change

Scenarios
Please think about the 2 scenarios and respond to the questions:

Changing Services Scenario
Description: You are the service provider who has been providing services for this child for approximately 5 months. Things seem to be progressing well, but during a regularly scheduled visit Mom suddenly says she wants another type of service provider to come regularly to work directly with her child. Mom thinks child is more delayed than team and wants this therapy to “fix” the child.

How are you feeling and/or what are you thinking?

How would you respond to the parent?

What are the most important steps in assisting this family?

What is the first thing you would do after leaving the visit?

Who might you ask for help?
Lack of Progress Scenario

*Description: The ECI provider is working with a family and has established rapport but the child is not making progress.*

How are you feeling and/or what are you thinking?

How would you respond to the parent?

What are the most important steps in assisting this family?

What is the first thing you would do after leaving the visit?

Who might you ask for help?

**Short Answer/Essay Questions**

1. You arrive at a planned home visit and the child is asleep. What would you do and what options do you see for your visit?

2. How will you involve families in a home visit? Describe 3 scenarios of family involvement at different levels.

3. What would you do if you knew a co-worker was not keeping appointments?