|  |
| --- |
| **Tiered Fidelity Inventory (TFI) Action Planning Form - Tier III** |
| **School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ District: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****RTI2-B Coach: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Total Score: \_\_\_\_\_\_\_\_\_ /34 = \_\_\_\_\_\_\_\_\_\_\_%****Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Instructions: *As a team***, review your score for each element and establish an Action Plan for each item. |

| Item # | Description | Scoring Criteria | Team Score | Provide ***evidence*** for score.***What*** work needs to be completed to achieve high fidelity?  | ***Who*** will help complete the work? |  ***When*** will work be completed? |
| --- | --- | --- | --- | --- | --- | --- |
| **3.1** | **Team Composition:** * *Tier III systems planning team (or combined Tier II/III team) include a Tier III systems coordinator and individuals who can provide (a) applied behavioral expertise, (b) administrative authority, (c) multi-agency supports (e.g., person centered planning, wraparound, RENEW) expertise, (d) knowledge of students, and (e) knowledge about the operations of the school across grade levels and programs.*
 | 0 = Tier III team does not include a trained systems coordinator for all 5 identified functions1 = Tier III team members have some but not all 5 functions, and/ or some but not all members have relevant training or attend at least 80% of meetings2 = Tier III team has a coordinator and all 5 functions, AND attendance of these members is at or above 80% |  |  |  |  |
| **3.2** | **Team Operating Procedures:** * *Meets at least monthly*
* *Has (a) regular meeting format/agenda, (b) minutes, (c) defined meeting roles, and (d) a current action plan.*
 | 0 = Tier III team does not use regular meeting format/agenda, minutes, defined roles, or a current action plan1 = Tier III team has at least 2 but not all 4 features2 = Tier III team meets at least monthly and uses regular meeting format/agenda, minutes, defined roles, AND has a current action plan |  |  |  |  |
| **3.3** | **Screening:** * *Uses decision rules and data (e.g., ODRs, Tier 2 performance, academic progress, absences, teacher/ family/student nominations) to identify students who require Tier III supports*
 | 0 = No decision rules for identifying students who should receive Tier III supports1 = Informal process or one data source for identifying students who qualify for Tier III supports2 = Written data decision rules used with multiple data sources for identifying students who qualify for Tier III supports, and evidence the policy/rubric includes option for teacher/family/student nominations |  |  |  |  |
| **3.4** | **Student Support Team:*** *For each individual student support plan, a uniquely constructed team exists (with input/approval from student/ family about who is on the team) to design, implement, monitor, and adapt the student- specific support plan.*
 | 0 = Individual student support teams do not exist for all students who need them1 = Individual student support teams exist, but are not uniquely designed with input from student/family and/ or team membership has partial connection to strengths and needs2 = Individual student support teams exist, are uniquely designed with active input/approval from student/family (with a clear link of team membership to student strengths and needs), and meet regularly to review progress data |  |  |  |  |
| **3.5** | **Staffing:*** *An administrative plan is used to ensure adequate staff is assigned to facilitate individualized plans for the students enrolled in Tier III supports.*
 | 0 = Personnel are not assigned to facilitate individual student support teams1 = Personnel are assigned to facilitate some individual support teams, but not at least 1% of enrollment2 = Personnel are assigned to facilitate individualized plans for all students enrolled in Tier III supports |  |  |  |  |
| **3.6** | **Student/Family/Community Involvement:** * *Tier III team has district contact person(s) with access to external support agencies and resources for planning and implementing non-school-based interventions (e.g., intensive mental health) as needed.*
 | 0 = District contact person not established1 = District contact person established with external agencies, OR resources are available and documented in support plans2 = District contact person established with external agencies, AND resources are available and documented in support plans |  |  |  |  |
| **3.7** | **Professional Development:** * *A written process is followed for teaching all relevant staff about basic behavioral theory, function of behavior, and function-based intervention.*
 | 0 = No process for teaching staff in place1 = Professional development and orientation process is informal2 = Written process used to teach and coach all relevant staff in basic behavioral theory, function of behavior and function-based intervention |  |  |  |  |
| **3.8** | **Quality of Life Indicators:** * *Assessment includes student strengths and identification of student/family preferences for individualized support options to meet their stated needs across life domains (e.g., academics, health, career, social).*
 | 0 = Quality of life needs/goals and strengths not defined, or there are no Tier III support plans1 = Strengths and larger quality of life needs and related goals defined, but not by student/family or not reflected in the plan2 = All plans document strengths and quality of life needs and related goals defined by student/family |  |  |  |  |
| **3.9** | **Academic, Social, and Physical Indicators:** * *Assessment data are available for academic (e.g., reading, math, writing), behavioral (e.g., attendance, functional behavioral assessment, suspension/expulsion), medical, and mental health strengths and needs, across life domains where relevant.*
 | 0 = Student assessment is subjective or done without formal data sources, or there are no Tier III support plans1 = Plans include some but not all relevant life-domain information (e.g., medical, mental health, behavioral, academic)2 = All plans include medical, mental health information, and complete academic data where appropriate |  |  |  |  |
| **3.10** | **Hypothesis Statement:** * *Behavior support plans include a hypothesis statement, including (a) operational description of problem behavior, (b) identification of context where problem behavior is most likely, and (c) maintaining reinforcers (e.g., behavioral function) in this context.*
 | 0 = No plans include a hypothesis statement with all 3 components, or there are no Tier III support plans1 = 1 or 2 plans include a hypothesis statement with all 3 components2 = All plans include a hypothesis statement with all 3 components |  |  |  |  |
| **3.11** | **Comprehensive Support:** * *Behavior support plans include or consider (a) prevention strategies, (b) teaching strategies, (c) strategies for removing rewards for problem behavior, (d) specific rewards for desired behavior, (e) safety elements where needed, (f) a systematic process for assessing fidelity and impact, and (g) the action plan for putting the support plan in place.*
 | 0 = No plans include all 7 core support plan features, or there are no Tier III support plans1 = 1 or 2 plans include all 7 core support plan features2 = All plans include all 7 core support plan features |  |  |  |  |
| **3.12** | **Formal and Natural Supports:** * *Behavior support plan(s) requiring extensive and coordinated support (e.g., person centered planning, wraparound, RENEW) documents quality of life strengths and needs to be completed by formal (e.g., school/district personnel) and natural (e.g., family, friends) supporters.*
 | 0 = Plan does not include specific actions, or there are no plans with extensive support1 = Plan includes specific actions, but they are not related to the quality of life needs and/or do not include natural supports2 = Plan includes specific actions, linked logically to the quality of life needs, and they include natural supports |  |  |  |  |
| **3.13** | **Access to Tier I and Tier II Supports:** * *Students receiving Tier III supports have access to, and are included in, available Tier I and Tier II supports.*
 | 0 = Individual student support plans do not mention Tier I and/or Tier II supports, or there are no Tier III support plans1 = Individual supports include some access to Tier I and/or Tier II supports2 = Tier III supports include full access to any appropriate Tier I and Tier II supports and document how access will occur |  |  |  |  |
| **3.14** | **Data System:** * *Aggregated (i.e., overall school-level) Tier III data are summarized and reported to staff at least monthly on (a) fidelity of support plan implementation, and (b) impact on student outcomes.*
 | 0 = No quantifiable data1 = Data are collected on outcomes and/or fidelity but not reported monthly2 = Data are collected on student outcomes AND fidelity and are reported to staff at least monthly for all plans |  |  |  |  |
| **3.15** | **Data-based Decision Making:*** *Each student’s individual support team meets at least monthly (or more frequently if needed) and uses data to modify the support plan to improve fidelity of plan implementation and impact on quality of life, academic, and behavior outcomes.*
 | 0 = Student individual support teams do not review plans or use data1 = Each student’s individual support team reviews plan, but fidelity and outcome data are not both used for decision making or not all teams review plans2 = Each student’s individual support team continuously monitors data and reviews plan at least monthly, using both fidelity and outcomes data for decision making |  |  |  |  |
| **3.16** | **Level of Use:** * *Team follows written process to track proportion of students participating in Tier III supports, and access is proportionate.*
 | 0 = School does not track proportion or no students have Tier III plans1 = Fewer than 1% of students have Tier III plans2 = All students requiring Tier III supports (and at least 1% of students) have plans |  |  |  |  |
| **3.17** | **Annual Evaluation:** * *At least annually, the Tier III systems team assesses the extent to which Tier III supports are meeting the needs of students, families, and school personnel; and evaluations are used to guide action planning.*
 | 0 = No annual review1 = Review is conducted but less than annually, or done without impact on action planning2 = Written documentation of an annual review of Tier III supports, with specific decisions related to action planning |  |  |  |  |