

ATTACHMENT 7
RFP 1104 Infant Toddler Regional Resource Centers

IECMHC Consultation Services Cycle

Below is an example of a consultation cycle with estimated visit numbers during the cycle for reference:

Visit Number	ITA Services	Paperwork
1-3	Outline expectations with all parties	Collaboration Site Agreement Demographic Forms Surveys DECA
1-2	Administer and Score Assessment Tools – Pre-Test	Pick up DECA Conduct CLASS, ITERS or FCCERS observation
4-5	Teacher (center) Specific/Provider Meeting	DECA, CLASS, ITERS, FCCERS completed by end of visit 2
5-7	Plan Development	PDSA 1 (Plan)
7-12	Plan Implementation	PDSA 1 (Do) PDSA 1 (Study) PDSA 1 (Act) PDSA 2 (Plan)
13	Observation and Plan Check In	PDSA 2 (Do) PDSA 2 (Study) PDSA 2 (Act)
12-13	Observation and Plan Check In	
13-15	Administer and Score Assessment Tools – Post-Test	Drop off/pick up DECA Conduct CLASS, ITERS and/or FCCERS observation Send out (email) or drop off post surveys
14-15	Revisit Goals Meeting	Post Surveys
3 months after services	Readminister Post Test	CLASS DECA ITERS

***Please use this as a guide*