

Guidance for Using the Child Outcomes Summary Form (COSF) with Supporting Evidence Boxes

This document is meant to accompany the 'COSF with supporting evidence boxes.' ECO developed the COSF with supporting evidence boxes based on feedback from COSF users who were not sure what to write in the summary of relevant results to document the COSF rating. Given the importance of documenting the COSF rating for quality assurance purposes, this document guides the user to write specific examples of functioning, depending upon the rating given.

To use the 'COSF with supporting evidence boxes:'

1. Determine the COSF rating for Outcome 1.
2. Consult the Documentation Key, attached, for guidance on the evidence to write for the rating.
3. Following the guidance provided in the Documentation Key, write examples of functioning to support the rating given on the COSF with supporting evidence box for Outcome 1.
4. Review the written evidence for accuracy and quality. Do the examples of functioning
 - a. support the rating?
 - b. show that multiple sources of assessment data were used?
 - c. reflect various aspects of the outcome (such as, examples of functioning with peers, not just adults, for Outcome 1)?
 - d. illustrate the child's everyday functioning (not just test scores)?
5. Repeat for Outcomes 2 and 3



Documentation Key for Multiple Sources of Evidence to Support COSF Ratings:

Depending upon the rating given, provide the following evidence for the outcome. Indicate the source or sources in parentheses after the evidence.
Example: *Interacts well with other children. Has conversations, shares, takes turns. (Mother, teacher)*

Rating of 7

- Provide examples of the child’s age-appropriate functioning in the top section of the “supporting evidence” box.
- *No ‘concerns’ should be noted for a rating of 7.*

Rating of 6

- Provide examples of the child’s age-appropriate functioning in the top section of the “supporting evidence” box.
- Note concerns on the line provided in the top section of the “supporting evidence” box.
- *If there is evidence of functioning that is not age appropriate, a rating of 6 or 7 should not be assigned.*

Supporting Evidence
Age appropriate functioning
Concerns? _____
Immediate foundational skills/functioning that is not age appropriate
Functioning that is not yet age appropriate or immediate foundational

Rating of 5

- Provide examples of the child’s age-appropriate functioning in the top section of the “supporting evidence” box.
- Provide examples of the child’s functioning that is NOT age-appropriate in the middle section of the “supporting evidence” box.

Rating of 4

- Provide a few examples of the child’s age-appropriate functioning in the top section of the “supporting evidence” box.
- Provide examples of the child’s functioning that is NOT age-appropriate in the middle section.
- *Evidence should show more functioning that is NOT age-appropriate than age-appropriate for a rating of 4.*

Supporting Evidence
Age appropriate functioning
Concerns? _____
Immediate foundational skills/functioning that is not age appropriate
Functioning that is not yet age appropriate or immediate foundational



Rating of 3

- Provide examples of the child’s functioning at the immediate foundational skill level in the middle section of the “supporting evidence” box.
- *No age-appropriate functioning should be noted for a rating of 3.*

Supporting Evidence
Age appropriate functioning
Concerns? _____
Immediate foundational skills/functioning that is not age appropriate
Functioning that is not yet age appropriate or immediate foundational

Rating of 2

- Provide a few examples of the child’s functioning at the immediate foundational skill level in the middle section of the “supporting evidence” box.
- Provide examples of the child’s functioning that is not yet age appropriate or immediate foundational in the bottom section.
- *Evidence should show more functioning that is NOT immediate foundational than is immediate foundational for a rating of 2.*

Supporting Evidence
Age appropriate functioning
Concerns? _____
Immediate foundational skills/functioning that is not age appropriate
Functioning that is not yet age appropriate or immediate foundational

Rating of 1

- Provide examples of the child’s functioning that is not yet age appropriate or immediate foundational in the bottom section of the “supporting evidence” box.
- *No age-appropriate or immediate foundational functioning should be noted for a rating of 1.*

Supporting Evidence
Age appropriate functioning
Concerns? _____
Immediate foundational skills/functioning that is not age appropriate
Functioning that is not yet age appropriate or immediate foundational

