

Entering Assessment Scores and Program Notes

- Enter the scores and procedures for each administered subdomain item by selecting:
 - score (2, 1, or 0) and
 - administration procedure (S, O, or I).
 - Both of these are required.**
- For each subdomain, you will not necessarily start at Item 1; the system will take you to the first item relevant to the child's age.
- When entering item-level scores, the first column will show B for BASAL and C for CEILING.
- Scroll up and click "Done" at the top, right-hand corner when all the scores for the subdomain have been entered. This saves the data.
- If you selected more than one subdomain, you will automatically advance to the next selected subdomain. Enter data for the next subdomain.
- If you have not entered all scores for a subdomain and have not reached basal or ceiling, the system will provide a warning pop-up window to notify you that this is the case. You may still return within a two-week period from the first test date to complete the subdomain. Please note that basal and ceiling must be reached before the system will score the subdomain.

Show Basal / Ceiling			Spanish Retest Clear Cancel Done			
Item #	Dev Age	Description		Score 2 1 0	Procedure S O I	Note
SC1	0	Sucks with smooth, coordinated movements.	Clear	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/>	Note
SC2	0	Places both hands on a bottle or breast during feeding.	Clear	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/>	Note
SC3	0	Mouths soft food using up-and-down jaw movements and pushing the food against the top of the mouth with his or her tongue.	Clear	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/>	Note
SC4	0	Takes strained food from a spoon and swallows it.	Clear	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/>	Note
SC5	0	Eats semisolid food when it is placed in his or her mouth.	Clear	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/>	Note
SC6	0	Holds or supports a bottle to feed himself or herself.	Clear	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/>	Note
SC7	0	Uses his or her lips to remove food from an eating utensil held by an adult.	Clear	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/>	Note
SC8	12	Feeds himself or herself bite-sized pieces of food.	Clear	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/>	Note
SC9	12	Drinks from a cup with assistance.	Clear	<input type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/>	Note
B SC10	12	Chews food using a rotary (side-to-side) jaw movement.	Clear	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Note
SC11	24	Helps dress himself or herself by holding out his or her arms or legs.	Clear	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Note
SC12	24	Asks for food or liquid with words or gestures.	Clear	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Note
SC13	24	Uses a spoon or other utensil to feed himself or herself.	Clear	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Note
SC14	24	Removes his or her shoes without assistance.	Clear	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Note
SC15	24	Drinks from a cup without assistance and with little spilling.	Clear	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	Note
SC16	24	Feeds himself or herself with a spoon or fork without assistance.	Clear	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	Note
SC17	36	Distinguishes between food substances and nonfood substances.	Clear	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Note
SC18	36	Removes clothing unassisted.	Clear	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Note
SC19	36	Accurately responds "Yes" or "No" when asked if he or she has to use the toilet.	Clear	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Note
SC20	36	Expresses a need to use the toilet.	Clear	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Note
SC21	36	Controls bowel movements regularly.	Clear	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Note
SC22	48	Asks for food at the table.	Clear	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Note
C SC23	48	Blows his or her nose with assistance.	Clear	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Note
SC24	48	Washes and dries his or her hands without assistance.	Clear	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	Note

Basal



Select to add a note



Ceiling



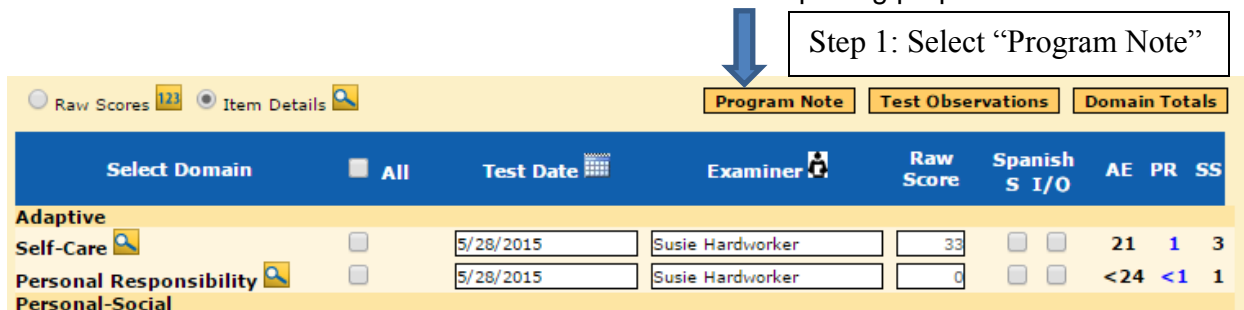
- A summary of scores will be shown on the first information page when data have been added to the last selected subdomain.

Raw Scores 123 Item Details		Program Note		Test Observations		Domain Totals		
Select Domain	All	Test Date	Examiner	Raw Score	Spanish S I/O	AE	PR	SS
Adaptive								
Self-Care	<input type="checkbox"/>	5/28/2015	Susie Hardworker	33	<input type="checkbox"/>	<input type="checkbox"/>	21	1 3
Personal Responsibility	<input type="checkbox"/>	5/28/2015	Susie Hardworker	0	<input type="checkbox"/>	<input type="checkbox"/>	<24	<1 1
Personal-Social								

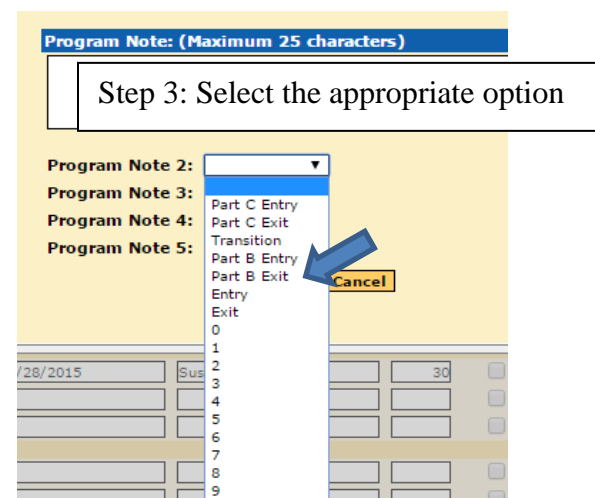
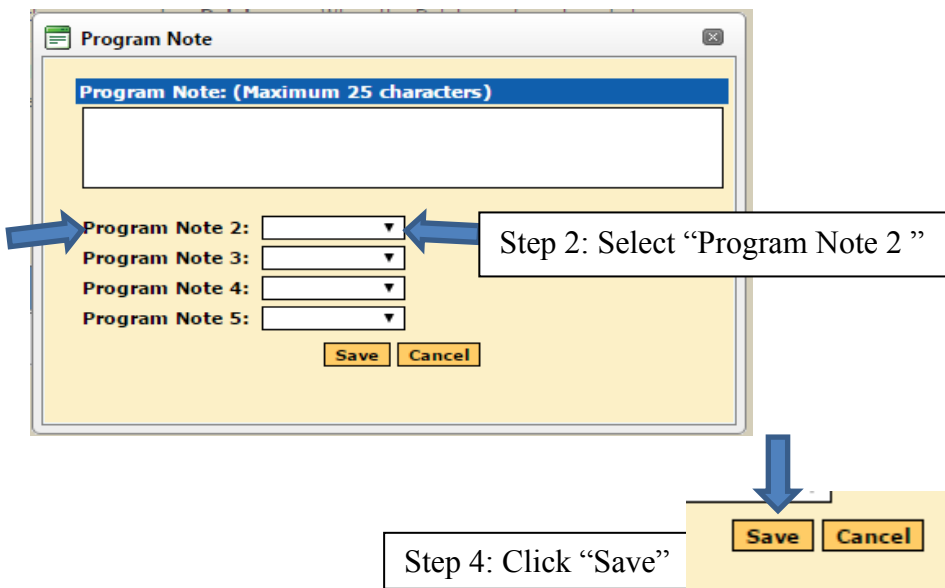
Program Notes

The Florida Child Outcomes Measurement System requires the collection of information on the data point associated with the assessment. The assessments for Child Outcomes Entry and Exit will not be counted if Program Note 2 for both entry and exit are recorded.

- After assessment scores have been entered, click on Program Note.
 - Program Note 2 will be used to enter the data point.**
 - Users can enter notes in the Program Note memo box for other purposes, but this field will not be reviewed to match records for Child Outcomes reporting purposes.



- Click on the drop-down arrow next to Program Note 2 and all of the available options will be listed
- Select the appropriate option from the drop down list.
- Click on Save.



Step 4: Click "Save"

Options for Program Notes (Related to Florida Child Outcome Measures)

Part B (Ages 3 – 5) Data Point Options	
Options	Definitions
Part B Entry	The assessment represents the child's status on ENTRY into Preschool Special Education program
Part B Exit	The assessment represents the child's status EXIT from the Preschool Special Education Program.
0: Ineligible	The child was determined ineligible for services and will not be receiving services through the Preschool Special Education program.
1: Other – Not for Child Outcomes	The assessment was conducted for a purpose unrelated to providing entry or exit data for the Florida Child Outcomes Measurement System. Example: the assessment was conducted as a part of ongoing progress monitoring. The assessment is not for child outcomes .
3: Early Entry Part B	The assessment represents the child's status on ENTRY into the Preschool Special Education program. The assessment has been conducted NO MORE than 12 months before the child's 3 rd birthday.

- Although BDI-2 Data Manager program offers many options for data points, only the ones listed above are valid program notes for Part B.
- If a program note has been entered before the assessment and/or eligibility determination are complete, change the data point to "0" for any children found ineligible.
- If a child is not available for "Exit" assessments (examples: child never enrolled or moved out of district), change the program note that indicated Part B Entry to "1" – Not for Child Outcomes.

