

GENERAL SUPERVISION AND MONITORING UPDATE



Child Outcomes: Using TRAC-IT to Evaluate Data Completeness

Children in the early intervention system for **six months or longer** (measured from initial assessment to discharge) are required to have **Child Outcome Summary (COS) statements entered into TRAC-IT at both entry and exit**. This serves as a key metric for evaluating progress within the system. Using the Child Outcomes (Indicator C3) report in TRAC-IT, it's easy to monitor which children meet the 6-month criteria and to identify those who have (or do not have) entry and exit scores.

Unlike some states, **Virginia has elected not to evaluate program performance directly using COS statements (scores), focusing instead on expected patterns in progress categories and data completeness**. The underlying assumption here is that if COS processes are uniformly followed (i.e. engaging families in COS discussions, using the Decision Tree, documenting a child's progress while receiving services, etc.), the numbers do, in fact, tell the story!

The state's confidence in the data reported to the Office of Special Education Programs (OSEP) hinges on:

- high quality data (hence interrater reliability)
- having enough data to make the results we report at the federal level meaningful

So, while the state's target for, say, Indicator 3A - Summary Statement 1 (the number of children who make substantial progress in social-emotional development) might be 64.90%, it's quite possible that a locality's percentage may be higher or lower—and that's okay...provided the locality has collected sufficient data to make its local results meaningful.

Again, Virginia evaluates **data completeness** for each of the forty local early intervention systems. This is a crucial component of each locality's annual determination report.

We use the following parameters for scoring for data completeness:

- **2 points:** Data completeness above 90%
- **1 point:** 80%-90%

- **0 points:** Less than 80%

TRAC-IT makes self-monitoring for data completeness easy!

TRAC-IT is designed to empower localities to monitor their own data completeness. Users with necessary reporting permissions can easily access the "Child Outcomes (Indicator C3) report" by navigating to **REPORTING -> FEDERAL REPORTS -> CHILD OUTCOMES** and entering date parameters.

The report provides vital information including:

- Number of children who exited
- Number of children expected to have exit data
- Percent of children with exit data at least 6 months after initial assessment *this is the key metric for data completeness scoring*
- Aggregated data on progress categories and
- Aggregated data on the (6) summary statements.

So: Why is this the topic for this month's monitoring update?

Because the Part C monitoring team will be generating each locality's child outcomes report during the week of August 18-22, 2025. We will use the scores on that report to evaluate a) data completeness and b) data anomalies.

Localities are *strongly* encouraged to run their own TRAC-IT Child Outcomes reports and review them for data completeness *prior* to the state's monitoring activity. Specific questions for meaningful self-assessment might include:

- Is the percent of children with exit data at least 6 months after initial assessment less than 90%? Less than 80%? If so, why?
- Are there missed opportunities to gather assessment data to inform exit scoring?

In essence, localities must prioritize accurate and complete TRAC-IT data for children in early intervention for 6+ months, particularly regarding exit COS statements, as this directly impacts their state determination scores and Virginia's ability to report meaningful data to the federal government.

Proactive self-monitoring via TRAC-IT is critical for success in the upcoming state monitoring period. You've got this!

Monitoring Community of Practice (MCoP) Calls:

- The next ITCVA monthly monitoring community of practice (MCoP) call will take place on September 3rd at 3PM (**NO AUGUST CALL**)
- As a reminder, MCoP calls are held on the first Wednesday of each month beginning at 3:00PM. ITCVA MCoP calls are open to anyone who is interested in the topic(s) being covered.

- Calls are recorded for those who are unable to attend. Please visit the [Monitoring Community of Practice](#) page of the ITCVA website for a list of upcoming topics, the Microsoft Teams meeting link, and session resources.

UPCOMING MCOP CALLS:

August 2025

NO CALL – SUMMER BREAK

September 2025

POSM: Lessons Learned

September 2025

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