

IMPLEMENTATION FIDELITY (Meeting)

Procedural Fidelity

School ID: _____

Site Facilitator: _____

Observer Name: _____

Observer 2/Reliability: _____

Date: _____

Start Time _____ End Time _____ Total Time _____

Training		
Session #2	Completed	Quality
1. Team members were present	Y N	1 2 3
2. There was a meeting agenda	Y N	1 2 3
a) I-Connect was on the agenda	Y N	1 2 3
b) I-Connect was addressed as a non agenda item	Y N	1 2 3
3. Student data was reviewed	Y N	1 2 3
4. New students using I-Connect discussed	Y N	1 2 3

Total Fidelity Score _____

Total Quality Score _____

Total Score Possible _____

Total Score Possible _____

Total Score divided by Total Possible = % yes _____

Average _____



Quality Specifications

- Team Present:
- 1 = Either one or zero members were present
 - 2 = Two or more members present but not all
 - 3 = All members present
- Meeting Agenda:
- 1 = Meeting may or may not have had a leader. No organized Start, Middle, or End were led.
 - 2 = Meeting had a leader and 1-2 of the three possible criteria Start, Middle, or End
 - 3 = Meeting had a leader who conducted organized Start, Middle, and End

Start: Leader welcomes members and presents objectives

Middle: Agenda topics are addressed/discussed

End: Leader thanks members, summarizes meeting, and schedules next meeting

- Student Data:
- 1 = Student data was not addressed
 - 2 = Student data was addressed but not actual numbers/accounts
 - 3 = Student data was addressed with records/numbers

- New Students:
- 1 = New students who may need I-Connect was not addressed
 - 2 = New Students who may need I-Connect was addressed but no suggestions/discussions about specific children ensued
 - 3 = New students who may need I-Connect were addressed/discussed

