

# CHECKLIST for INFANTS and TODDLERS

## Assessing Trauma and Child Development

### 1. Maximize the child's sense of safety. (Immediate)

- In-home safety plans in place if the child remains in home
- If out-of-home, safety plans or restrictions are developed about who may have access to the child and when
- If out-of-home, child has beloved objects that comfort her
- Child is with someone who makes them feel safe
- Routines or rituals are continued that calm or soothe the child when they are upset

### 2. Support caregivers of the child in meeting the Child's needs. (Immediate)

- Caregiver knows and understands children age 0-5
- Immediate physical needs of child are resolved
- Caregiver has been given information about what has occurred in the child's life
- Caregiver has supports in place for respite that the child knows
- Caregiver has people/professionals to contact if she has questions about the child's behavior, mood, or needs
- Routine and schedule in the home meets the needs of the child (naps, meals, transitions)

### 3. Determine if referral for a child if needed

- screen whether child is exhibiting symptoms that indicate a need for referral
  - Refer to chart of behaviors
  - Ask the caregivers for weekly contact about the child's behavior, mood, and needs (eating, sleeping, or changes in play)
  - Contact other care providers about any changes in mood or behavior in the child
- Fill out the Child Welfare Trauma Tool
- Use decision tree to determine whether or not a referral should be made
- If behavior changes are reported, refer back to the referral tool and decision tree

### 4. If decision tree ends with referral, choose a therapist who is trained and skilled and make referral

- Consider factors of therapist's skill, availability and experience:
  - *What tools or assessments does the therapist use to determine whether or not treatment is necessary?*
  - *Is the therapist trained in Child Parent Psychotherapy or Parent-Child Interaction therapy?*
  - *Is the therapist trained in any other evidence based model of therapy for children 0-5?*
  - *Does the therapist have ongoing training, consultation and/or supervision?*
  - *Are there cultural competency issues or special needs that need to be addressed?*
  - *Is the clinician willing to participate in the court process, school/daycare meeting, team meetings etc.?*
  - *How soon will the child be seen?*
  - *Who needs to accompany the child?*
- Make referral to the chosen therapist

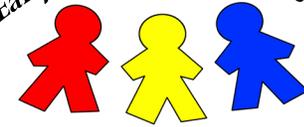
### 5. Provide collateral information to the therapist

- Information about the traumatic event that occurred
- Early Development Network (EDN) Part C Evaluation if they have been done
- Pertinent medical information
- Signed releases to daycare, medical, and other providers
- Access to the biological parents and/or the foster parents

### 6. Maintain ongoing collaboration with the therapist

- Framework for therapy is developed including:
  - Goals for treatment
  - Who is to be involved in the treatment
  - Transportation for those involved in treatment
- Therapist has provided you an assessment within 30 days of seeing the child
- Therapist is invited to monthly team meetings, school/daycare meetings, or court proceedings, if necessary
- Therapist provides monthly updates about the progress of treatment
- Monthly updates include recommendations regarding the needs of the child
- Recommendations are being followed

Early Development Network



Babies Can't Wait



## CAPTA/EDN Part C Evaluation and Services

- Make CAPTA Referral to local EDN (Early Development Network) Program (PS-90) - copy in file
- Ensure EDN evaluation includes social-emotional assessment
- Obtain PS-90/CAPTA referral outcome information from EDN – copy in file
- If parent is not responding to EDN for evaluation, request order from court
  - \*If child *qualifies* for EDN:
    - Obtain copy of MDT (Evaluation by Multi-Disciplinary Team)
    - Obtain copy of IFSP (Individualized Family Service Plan)
    - Submit copies of MDT/IFSP to court/parties
    - Attend IFSP meetings
    - Submit copies of updated IFSP to court/parties
    - Refer to Early Head Start (ages 0-2) or Head Start (ages 3-5)
  - \*If child *does not qualify* for EDN:
    - Obtain copy of MDT
    - Submit copies of MDT to court/parties
    - Re-Refer child for another EDN evaluation 6 months later if concerned with developmental delays
    - Refer to Early Head Start (ages 0-2), Head Start (ages 3-5) or Pre-school program (ages 2-5)
    - Include all above information in safety assessment and court report

# Medical Care Checklist

- Medical home is established/ maintained for child
  - Include information on medical home in court report
- Within 15 days of entering care, child has received comprehensive health examination (Well-child check/EPST)
  - Provide pediatrician with collateral information regarding worker, parent, foster parent concerns of development and health of the child
- Child receives regular well-child check/EPST examination by pediatrician at:
  - Birth       1 month       2 months
  - 4 months     6 months     9 months
  - 1 year       15 months     18 months
  - 2 years       3 years       4 years
  - 5 years
- Encourage parent(s) to attend well-child check
  - Ensure parent has transportation
- EPST examination includes screening for:
  - Cognitive and language developmental delays
  - Gross-motor developmental delays
  - Social-emotional developmental delays
  - Vision
  - Hearing
  - Dental
- Provide results of well-child check to court/parties
  - Include information in safety assessment/court report
- Ensure pediatrician referrals for further evaluation and/or services have been implemented
  - Include information in safety assessment/court report
- Child receives all required immunizations at:
  - Birth-2 weeks     2 months     4 months
  - 6 months       12 months     15 months
  - 18 months       4 years
- Child receives lead testing at 12 months and 24 months
- Child receives eye exam by age 3 and every year thereafter
  - Obtain results of eye exam
  - Submit copies of eye exam to court/parties
  - Includes results from eye exam in safety assessment/court report
- Child receives dental exam by age 1 and every 6 months thereafter
  - Obtain results of dental exam
  - Submit copies of dental exam to court/parties
  - Include results from dental exam in safety assessment/court report



## Child Care Checklist

- Child has been enrolled in daycare, if needed
- Payment has been arranged (change from private pay to Title XX)?
- Does the current childcare accept Title XX?
- Visit the childcare within 7 days to assess quality  
Date Visited: \_\_\_\_\_

Are the following items present?

- Positive relationships (Does the child seem happy-excited-engaged?)
- Plan for support if behavior changes
- Safe environment
- Best practice or developmentally appropriate activities
- Substantial amount for children to experience free playtime
- Does the staff have training on supporting children in out-of-home care?
- Discipline policy that matches developmentally appropriate expectations

Check in at:

2 Weeks

Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

6 Weeks

Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

4 Months

Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## Questions? Contact:

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