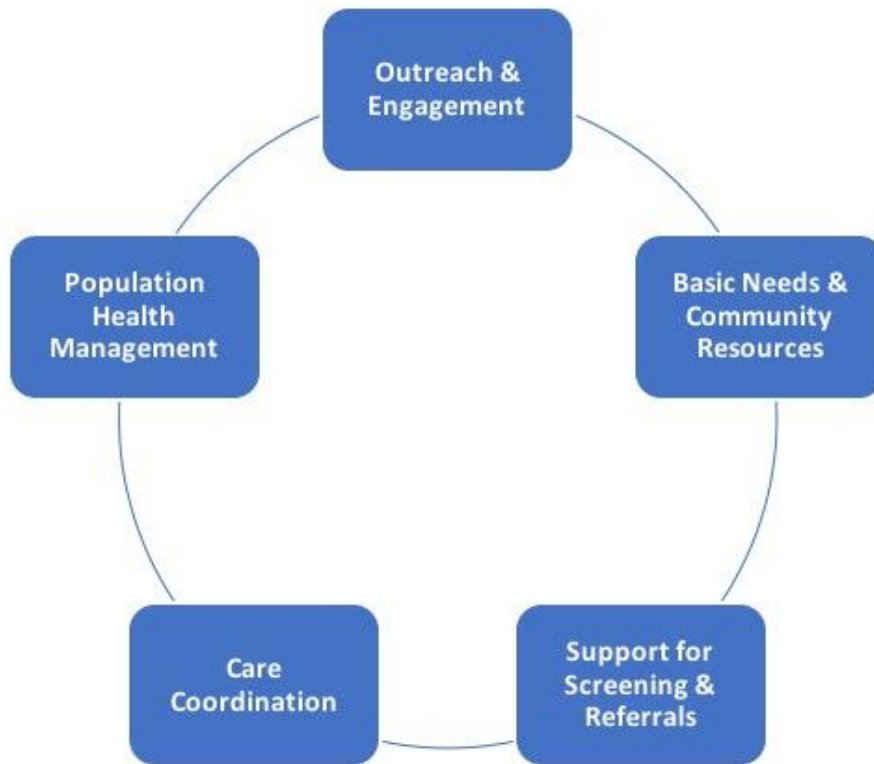


DEVELOPMENTAL CONCERN MINI WORKBOOK

TEAM UP FOR CHILDREN
COMMUNITY HEALTH WORKERS

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How to use this workbook	
Goals for this workbook	<ul style="list-style-type: none"> • Workbooks are designed to accompany the core framework for CHW/FP work within TEAM UP with 5 core areas described below • Depending on the site, CHW/FPs may work more in one core area than another • Each site has the flexibility to adapt the CHW/FP role within core areas to best match the needs of families in their sites • CHW/FPs should coordinate with their clinical care teams on all tasks • CHW/FPs should direct work outside of the core areas back to clinical care team • CHW/FPs should use this workbook to guide their work with families • Workbooks accompany the learning community modules by topic area
Adapting this workbook	<ul style="list-style-type: none"> • This workbook may be adapted to better match each site's needs and clinical protocols • Core topic areas in this workbook reflect the core framework and should not be changed to ensure similarity across sites using this CHW/FP curriculum • Please maintain all acknowledgements of this work



OVERVIEW	
Developmental Concerns	<ul style="list-style-type: none"> • There are many different areas of development including social and emotional, cognitive development, speech and language development, and movement or physical development • Many developmental delays are first identified in young children, but that is not always the case, some children are much older before a developmental concern is noticed • Child development issues will increase over time if there is no intervention • Parents can have a hard time understanding or accepting that their child has a developmental concern <p>Families may:</p> <ul style="list-style-type: none"> • Describe feeling overwhelmed by parenting a child with developmental difficulties • Feel like they can't connect with their child • Feel unsure about what is developmentally appropriate for their child's age • Have caregivers with differing views about the child's development and what their developmental state means
CHW-Role in Addressing Developmental Concerns	<ul style="list-style-type: none"> • Engage families to understand child growth and development and to seek support for parenting stress or parenting issues • Provide education and support on child growth and development, positive parenting, parenting stress • Coordinate care and help navigate medical and community-based systems as needed <ul style="list-style-type: none"> ○ Assist with initiating Early Intervention (EI) services ○ Assist with initiating CORE evaluation for school-based services, e.g., IEP or 504 Plan ○ Assist with referrals to developmental/behavioral pediatrics (DBP) ○ Assist with additional outpatient or in-home services
Screener	<p>SWYC</p> <ul style="list-style-type: none"> • Child Behaviors • Child Development • Family Questions <p>M-CHAT ASQ</p>

ENGAGEMENT	
Logistics	<input type="checkbox"/> Review the “ask” from providers about working with family <input type="checkbox"/> Review the medical chart <input type="checkbox"/> Gather materials needed to meet with family
Introduce yourself	<p><i>-Hello, my name is ____ and I am a CHW/FP part of your medical team. I usually help families access resources and services and can offer ongoing support to you as needed. Your child’s provider asked me to talk to you about ____.</i></p> <p><i>-Do you have time now to talk about this?</i></p>
Set an Agenda	<p><i>-I am going to talk about _____. (referral to EI, setting an appointment at DBP)</i></p> <p><i>-Do you have anything else that you would like to talk about?</i></p>

EDUCATION	
Child Growth and Development	<p><i>-I have some materials on how children grow and develop that may be useful.</i></p> <p><i>-Do you have any questions or concerns about how your child is growing and developing? We can loop back with your child’s PCP.</i></p>
Positive Parenting and Parenting Stress	<p><i>-Sometimes caregivers have a lot going on and are doing the best they can to meet their needs and the needs of their children.</i></p> <p><i>-We have integrated behavioral health clinicians on our team who can talk more about supporting your child and you as a parent. I can help schedule an appointment for you to learn more.</i></p> <p><i>-I can also help you access basic resources (like food, clothing) if helpful.</i></p>
Screeners (If applicable)	<p><i>-Do you have any questions or concerns about the screener that you filled out?</i></p> <p><i>-Can we write down any additional questions you have for your child’s PCP?</i></p>
Referrals Explore the reason for referral	<p><i>-Your child has been referred for _____. (e.g., EI, DBP, etc.)</i></p> <p><i>-Can you tell me why your child was referred for _____? Did the referral surprise you?</i></p> <p><i>-What are the goals and expectations you may have for you and your child?</i></p>
Explain the referral process	<p><i>-Your child’s PCP has made the initial referral for _____. I am here to help you in collecting any necessary paperwork and scheduling appointments for the evaluation. I can also support you throughout the process if you would like that.</i></p> <ul style="list-style-type: none"> • For referrals to EI, reference the EI Checklist (page 6) • For referrals to DBP, reference the DBP Checklist • For referrals for school services, reference the IEP Key Tasks <p><i>-What do you think? Is this something you’d be willing to try?</i></p> <p><i>-What might make it difficult for you to try this?</i></p>

<p>Address barriers or concerns</p> <p>Create an action plan</p>	<p>-The referral has been sent to _____. They will call you in a week. If they don't call you, you will call them at this number _____.</p> <p>-I will call you on (date) in a week to see when the appointments are.</p> <p>-It will be helpful to get signed releases from you as a parent today so that we can communicate directly with your child's EI program, school, and/or other providers.</p> <p>-You may need to bring paperwork to the appointment. I can help you fill that out or get any documents you might need.</p> <p>-You can always reach me at _____.</p>
<p>Evaluation</p> <p>Explain the evaluation process</p> <p>Address barriers or concerns</p> <p>Create an action plan</p>	<p>-Your child's PCP has made the referral for _____. What questions do you have about the evaluation process?</p> <p>-When is your scheduled evaluation appointment(s)?</p> <p>-I can be available to attend the evaluation with you and your child if you would like that, or can talk with you following the evaluation.</p> <ul style="list-style-type: none"> • For referrals to EI, reference the EI Checklist (page 6) • For referrals to DBP, reference the DBP Checklist • For referrals for school services, reference the IEP Key Tasks <p>-What do you think? Is this something you'd be willing to try?</p> <p>-What might make it difficult for you to try this?</p> <p>(Ask about specific barriers: Transportation, childcare for other children, work demands, stigma?)</p> <p>-The evaluation appointment(s) is scheduled for _____. You will go to _____ location for the appointment. If you have questions about the appointment, you will call them at this number _____.</p> <p>-I will call you on (date) in a week to see if you need help before the evaluation appointment.</p> <p>-You can always reach me at _____.</p>
<p>Services</p> <p>Explain Services</p>	<p>-Your child's PCP thinks you and your child might benefit from seeing a _____ for services to help your child with _____.</p> <p>-Some caregivers like to talk to other caregivers to build support for parenting. Would you like us to connect you to other caregivers through support groups?</p> <p>-Some caregivers like to meet with a counselor or do a therapy group to help reduce stress in their lives. Would you be interested in learning more about how counseling can help you?</p>

<p>Address barriers or concerns</p> <p>Create an action plan</p>	<p>(Explain the type of service. You may have to do some research or ask another team member to help you learn about how these services work. BH Glossary available for reference.)</p> <p>-What do you think? Is this something you'd be willing to try? -What might make it difficult for you to try this?</p> <p>(Ask about barriers: Transportation, childcare, work demands, stigma?)</p> <p>-You mentioned you wanted to start with _____. The first step in this process is _____.</p> <p>-You will need to call _____ to start the process. -I will make the referral and they will call you. -I will call you on (date) in a week to see when the appointment is. -You can always reach me at _____.</p>
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NAVIGATION PATHWAYS	
Pre-Evaluation	<ul style="list-style-type: none"> • Screening and Education • Referral to EI or school-based assessment • Referral to DBP • Referral to BHC
Evaluation	<ul style="list-style-type: none"> • Evaluation process: <ul style="list-style-type: none"> ○ Forms, scheduling appointments ○ Coordination with EI, school, DBP • Logistical barriers: <ul style="list-style-type: none"> ○ Transportation, appointment times, childcare • Cultural and psychological barriers: <ul style="list-style-type: none"> ○ Perceived need and importance of assessment ○ Perception of problematic versus normal anxiety
Post-Evaluation	<ul style="list-style-type: none"> • Services <ul style="list-style-type: none"> ○ Recommendation for services: EI, school-based, home-based ○ Specialized programs ○ Parent services for support if needed ○ Patient and family rights

APPLICATION: Care Coordination & Key Tasks	
Engagement	<input type="checkbox"/> Did you review the medical chart and “ask” from providers? <input type="checkbox"/> Highlight strengths of the child and family <input type="checkbox"/> Bring out hopes for the child and family <input type="checkbox"/> Are there psychological or cultural barriers?
Education	<input type="checkbox"/> Did you introduce growth and development materials? <input type="checkbox"/> Does the family understand child growth and development? <input type="checkbox"/> Encourage opportunities to ask PCPs questions about child’s growth and development <input type="checkbox"/> Help caregivers track and manage their own stress <input type="checkbox"/> Help caregivers recognize cultural parenting differences and ways of thinking about developmental concerns <input type="checkbox"/> Encourage caregivers to seek additional supports, including connection with integrated BHC or resources for basic needs
Referral	<input type="checkbox"/> Does the family understand the reason for referral? <input type="checkbox"/> Does the family have all necessary information for the referral? <input type="checkbox"/> Did you address barriers or concerns? <input type="checkbox"/> Does the family need help scheduling appointments? <input type="checkbox"/> Does the family need help filling out paperwork or collecting materials? <input type="checkbox"/> Does the family need transportation to appointments or support participating virtually? <input type="checkbox"/> Did you document in the EMR? <input type="checkbox"/> Do you have signed medical releases? <input type="checkbox"/> Any other important information?
Evaluation	<input type="checkbox"/> Does the family have all necessary information for the evaluation process? <input type="checkbox"/> Did you address barriers or concerns? <input type="checkbox"/> Does the family need help filling out paperwork or collecting materials? <input type="checkbox"/> Does the family need transportation to appointments or support participating virtually? <input type="checkbox"/> Did you loop back with PCP? <input type="checkbox"/> Did you document in the EMR? <input type="checkbox"/> Do you have signed medical releases? <input type="checkbox"/> Any other important information?
Services	<input type="checkbox"/> Does the family have all necessary information to access services? <input type="checkbox"/> Did you address barriers or concerns? <input type="checkbox"/> Does the family need help scheduling or coordinating appointments? <input type="checkbox"/> Does the family need transportation to appointments or support participating virtually? <input type="checkbox"/> Are they comfortable with services in the home? <input type="checkbox"/> Did you document in the EMR? <input type="checkbox"/> Do you have signed medical releases? <input type="checkbox"/> Any other important information?

RESOURCES	
Child Development	<ul style="list-style-type: none"> • Boston Basics http://boston.thebasics.org/ • CDC Act Early Resources and Milestone Tracking App https://www.cdc.gov/ncbddd/actearly/freematerials.html • Thom’s Developmental Checklist http://www.thomchild.org/Resources.htm
Caregiver Support and Resources	<ul style="list-style-type: none"> • MA Parent and Caregiver Support http://www.mass.gov/childadvocate/resources/parent-and-caregiver-supports.html • Parenting Stress Line: 1-800-632-8188 https://www.parentshelpingparents.org/parental-stress-line • Center for Disease Control (CDC) Positive Parenting Tips Handouts https://www.cdc.gov/ncbddd/childdevelopment/freematerials.html • Zero-to-Three Parenting Resources https://www.zerotothree.org/parenting