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# COSF Checkpoint

Teachers who have children that had IEP or IFSP entry information collected via another tool can enter the child's entry data using the COSF Checkpoint option in the Assess area.

Access the COSF Checkpoint by selecting **COSF CHECKPOINT** from the Assess area.

Please note: In order to use this feature, you must be a user within a license that has OSEP enabled and the ability to use additional tools as the entry and/or exit tool for children enabled.

- 1 Any child record with an entry and/or exit tool set to a tool other than *GOLD*® will appear. Select **START** under the Summary column for a child record.

**MyTeachingStrategies®** Teach Assess Develop Report Family **GOLD®** MM  
Preschool/Pre-K (Green & Blue)

Add Documentation View Documentation On The Spot Checkpoint By Child Checkpoint By Class Checkpoint Dates **COSF Checkpoint**

### COSF Checkpoint Overview

Not Started  Preliminary  Finalized

Name	Date of Entry to Part	Checkpoint	Summary	Outcome #1	Outcome #2	Outcome #3
Jason Mathers	08/01/2017	Entry	<input type="radio"/> Start	Entry Required	Entry Required	Entry Required
		Exit	Entry Required			

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**2** Enter the entry date under **DATE**.

**3** Enter each person involved with collecting the entry or exit data under **PERSONS INVOLVED IN DECIDING THE SUMMARY RATINGS**.

**4** Identify any ways family members contributed to the collection of this information under **FAMILY INFORMATION ON CHILD FUNCTIONING**.

**5** Select **SAVE AND GO TO OUTCOME #1**.

The screenshot shows the 'Enter COSF Checkpoint Summary' form with the following details:

- Child:** Jason Mathers
- Birthdate:** 08/02/2013
- Checkpoint:** Part B Entry
- Date:** 08/15/2017
- Persons involved in deciding the summary ratings:**

Role	Name	Remove this person	Add another person
Case Manager	Susan James	[Remove this person]	[Add another person]
- Family information on child functioning (check all that apply):**
  - Received in team meeting
  - Collected separately
  - Incorporated into assessment(s)
  - Not included
- Buttons:** Save and Close, Save and Go To Outcome #1

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6 Enter the outcome score in the fields provided..

7 Enter at least one piece of supporting evidence under **SUPPORTING EVIDENCE FOR OUTCOME #1**.

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### COSF Checkpoint Outcome #1

**Child:** Jason Mathers  
**Birthdate:** 08/02/2013  
**Checkpoint:** Part B Entry

**Outcome #1: Positive social-emotional skills (including social relationships)**

To answer the questions below, think about the child's functioning in these and closely related areas (as indicated by assessments and based on observations from individuals in close contact with the child):

- Relating with adults
- Relating with other children
- Following rules related to groups or interacting with others (if older than 18 months)

**To what extent does Jason show age-appropriate functioning, across a variety of settings and situations, on this outcome?**

Not Yet	+ / -	Emerging	+ / -	Somewhat	+ / -	Completely
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Supporting Evidence for Outcome #1**

Source of Information	Date	Relevant Result
<input type="text" value="Documentation"/>	<input type="text" value="08/09/2017"/>	<input type="text"/>

**Finalize**  
This COSF checkpoint will be marked "preliminary" until it is finalized.

8 Select the checkbox next to **FINALIZE** to finalize the outcome rating.

9 Select **SAVE AND GO TO OUTCOME #2**.

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10 Enter the outcome score in the fields provided.

11 Enter at least one piece of supporting evidence under **SUPPORTING EVIDENCE FOR OUTCOME #2**.

12 Select the checkbox next to **FINALIZE** to finalize the outcome rating.

13 Select **SAVE AND GO TO OUTCOME #3**.

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14

Enter the outcome score in the fields provided.

15

Enter at least one piece of supporting evidence under **SUPPORTING EVIDENCE FOR OUTCOME #3**.

16

Select the checkbox next to **FINALIZE** to finalize the outcome rating.

17

Select **SAVE AND CLOSE**.

The entry or exit outcome scores for this child will then be finalized.

Name	Date of Entry to Part	Checkpoint	Summary	Outcome #1	Outcome #2	Outcome #3
Jason Mathers	08/01/2017	Entry	● Edit	● Edit	● Edit	● Edit
		Exit	Entry Required			