



Technical Assistance Fidelity Checklist for DaSy Dynamic Impact

November 2022

This is a self-assessment tool used by TA providers to determine the fidelity to the DaSy Dynamic Impact approach used for technical assistance. It is not a tool to evaluate TA providers. The checklist has two purposes: (1) it is a self-reflection tool used to ensure you include the core training components as you customize your training, and (2) the scores are used to determine the level of fidelity to the DaSy Dynamic Impact TA approach provided by DaSy to state's receiving intensive TA.

Required Training Components

Assess—Initial Contact	Yes (1)	No (0)	Comments
Upon receipt of either a state-initiated TA request or a request from a state that is participating in a cohort, an initial contact will be made to collect additional information about the technical assistance support needed by the state. For example, review state request/application and ask clarifying questions, explain the TA/Topic Cohort process using the DaSy Dynamic Impact approach, identify intended results/outcomes, assess need for resources, etc.			

Team	Yes (1)	No (0)	Comments
Provide an overview of the DaSy DI approach and how it will be used to provide TA.			
Provide instructions for using the MyDaSyTA DaSy DI space.			
Explain research behind high performance teaming and the steps of the UNITED Protocol.			
Explain the 5-3-1 Decision Making Process to reach consensus.			

Team	Yes (1)	No (0)	Comments
Facilitate a discussion with the team to share 3-5 shared beliefs about their work.			
Facilitate the development of a vision statement that describes the change the team wishes to make.			
Facilitate the development of a mission statement that describes the actions the team will take to achieve their mission.			
Name team standards and determine if any additions are needed.			
Review the high-performance teaming principles and complete the high-performance teaming rating scale.			
Set a SMART goal to improve team performance based on the High-Performance Teaming Rating Scale.			
Select rotating roles for team meetings including, but not limited to, facilitator, recorder, coach, timekeeper.			
Determine a team name that reflects the work of the team (optional: team logo).			
Determine logistics for working together including but not limited to meeting dates, times, locations, materials needed for meetings, process for team member absences, etc.			

Analyze	Yes (1)	No (0)	Comments
Gather and review relevant data needed to identify long term outcomes.			
Review data using Guiding Questions to identify patterns and/or trends within data sets.			
Discuss key conclusions drawn from the data and develop 3-5 statements that summarize the key conclusions of the analysis.			
Prioritize the key conclusions and conduct analysis to determine any underlying causes.			

Plan	Yes (1)	No (0)	Comments
Identify one or more long term outcome(s) written in the SMART goal format.			
Determine checkpoints between the start of the work and the projected long-term outcome to define the length and number of Cycles.			
Develop an interim outcome for the first checkpoint/Cycle.			
Determine action steps needed to achieve outcomes including person(s) responsible, timeline, resources needed, evidence of completion, and data collected.			

Implement	Yes (1)	No (0)	Comments
Review the file cabinet to determine the folder structure needed to collect evidence and complete collaborative work.			

Track	Yes (1)	No (0)	Comments
At each Checkpoint , or the end of each Cycle , review team performance goals and interim outcomes to evaluate progress toward long term outcomes. Make adjustments to action steps, as needed.			

Suggested Citation

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To learn more about the DaSy Center, visit the DaSy Center website at <http://www.dasycenter.org/>.