

## **Observation for a Demonstrated Competency Information for Providers seeking a Demonstrated Competency**

It is vitally important that people who work with children on a daily basis, and those that supervise front line staff, understand the fundamentals of working with children in a developmentally appropriate way. Everyone who has a Demonstrated Competency in the Professional Development System need to have an observation in a classroom setting in order to demonstrate these skills. The observer needs to be selected from the approved observer list on the CCPDI website that does not pose a \*conflict of interest (\*friend, relative, employer, supervisor, trainer, co-worker, anyone with direct financial ties)

The observation will take between 2-2 ½ hours, and part of the observation includes an interview so you will need to plan on having someone to help with the children during this time. Each item will be scored 1-3 as follows:

- 1 = there is little or no evidence of the indicator
- 2 = there is some evidence of the indicator
- 3 = there is a great deal of evidence of the indicator

For those items not obvious during the observation, the observer will ask about them as part of the interview at the end.

The scores are then added together. You must have a score of 97\*\* or higher in order to pass the observation. The observer will let you know if you passed with 3 business days, and they will notify CCPDI about the completion of the observation. If you do not pass you may take the observation again but you must choose a new observer and pay the additional fee.

\*\*97 is representative of 75% of the 129 points possible if all 43 indicators receive a score of 3.

Some important information for you to know:

- You will be responsible for being prepared in all areas of the Observation Tool on the date of your observation. Please refer to the attached observation so you are prepared. The cost of the observation is \$100 and is payable to the observer at the time of the observation. Scholarship may be available through CCPDI; contact them for more information.
- There need to be three children present in family child care and half of the enrolled children in the class for center care in order to be observed.
- If you have to cancel at the last minute, do not show for your observation, or do not have enough children you may be required to pay an additional \$100.
- If you do not pass your observation, technical assistance is available to you through your local Care About Childcare Agency. If you have any concerns about your observation please contact CCPDI at 1-855-531-2468.

<b>Criteria</b>	<b>Score 1-3</b>	<b>Comments</b>
<b>Environment and Materials</b>		
All materials, equipment and environments are safe		
All materials, equipment and environments are clean		
Environments are pleasant, welcoming, and provide appropriate levels of stimulation		
Environments are arranged and organized to meet the developmental needs of the children		
Materials are developmentally appropriate, including books appropriate to the age group		
There is a variety of materials for children to explore		
There is a sufficient number of materials to accommodate the group size		
Materials are accessible to children throughout the day		
Environment is non-biased and multicultural (posters, books, dolls, puzzles, etc.)		

Room displays and materials reflect respect for various communities, cultural groups, and families		
<b>Schedules</b>		
Schedule allows for routine needs of children to be met		
Schedule meets children's needs for play		
Whole group times, if offered are developmentally appropriate. (Mark as 3 if no group times)		
Weekly plans provide a variety of developmentally appropriate activities		
Flexibility within the schedule is acceptable as needed		
Transitions are pleasant and well prepared		
<b>Activities</b>		
Opportunities for gross motor activities are offered		
Opportunities for fine motor activities are offered		
Opportunities for cognitive development are offered		

Opportunities for language and literacy development are offered		
Opportunities for writing development are offered		
Opportunities for creative expression are offered (art, music, movement)		
Opportunities for sensory experiences are offered		
Activities involve developmentally appropriate , hands-on experiences		
Children are read to every day		
Activities provide frequent opportunities to talk, listen, and express their ideas		
Activities and materials encourage children to develop their creative imagination		
<b>Promotion of Skills</b>		
Environment supports the development of positive self-image		
Environment supports the development of social skills		

Environment is arranged to promote positive interactions and limit disruptive behavior		
Children wash their hands properly		
<b>Interactions</b>		
Interactions promote relationship building for staff and children		
Interactions promote relationship building for staff and families		
Interactions encourage children's social interactions		
Meal/snack times are interactive		
Interactions promote thinking and problem solving		
Interactions show respect for the feelings and needs of each child		
Interactions help children develop a sense of independence		
Interactions are positive when addressing negative behavior		
<b>Interview:</b> Nap and rest times meet the needs of all children		
<b>Interview:</b> Opportunities to communicate with families is provided		

<p><b>Interview:</b> Observations and assessments are used to record information about children and plan curriculum</p>		
<p><b>Interview:</b> Professional Growth is taken advantage of</p>		
<p><b>TOTAL Score</b></p>		<p>Score must be 97 or higher to pass</p>