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| **RENEW Coaches Integrity Tool (RCIT)**(Malloy, Francoeur, Drake, Cloutier, O’Rourke, Flammini, & Hearn, 2017; Francoeur, Cloutier, & Jones, 2021) |
| Instructions: The RENEW Coaches Integrity Tool (RCIT) is designed to: 1) assess quality and fidelity of coaching in the RENEW practice, 2) assess the professional development needs of a RENEW Coach, and 3) provide evidence toward attainment of RENEW Coach Certification at least annually.The RCIT is completed by a UNH IOD RENEW Trainer to evaluate the readiness of a prospective RENEW Coach. The UNH IOD RENEW Trainer should observe (in-person or video-recorded) one RENEW Overview Presentation and at least one hour of active coaching (1:1 or with Implementation Team).Fidelity of implementation is achieved when the score is 75% or higher in **each** domain. Domains under 75% may guide discussion for improvement and additional training and mentoring. |
| Prospective RENEW Coach being observed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Prospective RENEW Coach’s Organization/Employer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_UNH IOD RENEW Trainer Administering the RCIT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Date RCIT administered**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ | **RENEW Overview Presentation**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ | **Active coaching observation**Date(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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|  **Domain 1: Facilitator Performance Feedback and Coaching** |
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| **#** | **Skill** | **Description** | **1**Area of Need | **2**Developing | **3**Proficient | **4**Exceptional |
| **1** | **Professionalism** | * Schedules meetings in advanced, e.g., monthly coaching meetings, Implementation Team meetings
* Arrives on time for each coaching meeting, prepared with coaching materials and relevant data
* Understands, follows, and coaches Facilitators on following school/agency protocol around interacting with youth (e.g., privacy, safety, maintaining, appropriate boundaries, mandated reporting, etc.)
* Verbal and written communication is consistently respectful and professional
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| **2** | **Performance Feedback** | * Conducts monthly 1:1 coaching meeting with each Facilitator, using active listening and reflective communication strategies
* Feedback provided is direct, timely, aligns with specific Facilitator skills and competencies, and is incorporated into each coaching meeting
* Prompts Facilitators to use RENEW Facilitator Reflection Tool during all four phases of the RENEW Process to reflect on their own performance, as well as to guide feedback
* Provides constructive feedback around areas of need or opportunities for improvement during every coaching meeting
* Recognizes and celebrates successes with Facilitators during every coaching meeting
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| **3** | **Coaching Process** | * Begins 1:1 coaching meetings with each Facilitator before the Facilitator completes initial RENEW training to ensure the Facilitator has identified a youth to work with within two weeks of completing training
* Works with Facilitators to ensure logistics are addressed, e.g., obtaining supplies, securing meeting space, orienting families and obtaining consent, etc.
* Is familiar with Facilitators’ caseloads, including critical challenges or barriers associated with individual youth, as well as Facilitator support needs.
* Conducts regular observations of Futures Planning and Youth Team meetings, at least one of each per Facilitator per youth until Facilitator reaches fidelity.
* Effectively coaches Facilitators through all four phases of the RENEW process (Engagement and Futures Planning; Team Development, Planning, and Facilitation; Implementation and Monitoring; Transition to Less Intensive Supports).
* Guides Facilitators to revisit RENEW Maps, revise or add goals as appropriate.
* Advises Facilitators on ensuring RENEW youth goals are aligned with other treatment or service plans, e.g., IEPs, 504 plans, mental health treatment plans, etc.
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| **4** | **Use of RENEW Coaching Tools** | * Prompts Facilitators to use required tools in their practice (including Youth/Team Action Plan – see RENEW Facilitator Tools Req. and Optional document).
* Ensures Facilitators are enrolled in the RENEW Facilitator Learning Portal, access it regularly, and use the most recently updated materials and tools available on the Portal.
* Administers RENEW Integrity Tool (RIT) with each Facilitator within 3-4 months of youth enrollment, then every 6 months thereafter
* Administers RENEW Implementation Checklist (RIC) at least 2x/year
* Models use of Mapping to problem-solve with Facilitators
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| **5** | **Support for Facilitators’ Professional Development** | * Uses the Facilitator Reflection Tool to plan appropriate professional development activities with Facilitator
* Uses the RIT to identify and support each Facilitator’s professional development needs and goals
* Supports Facilitators to attain certification, if that is an identified goal
* Facilitates group Facilitator booster sessions that are focused on process and skill development (not youth and family issues)
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| **Fidelity score for Domain 1:** Total points \_\_\_\_\_\_\_ /20 possible points = \_\_\_\_\_\_\_% |

|  **Domain 2: Data Use** |
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| **#** | **Skill** | **Description** | **1**Area of Need | **2**Developing | **3**Proficient | **4**Exceptional |
| **1** | **Knowledge and Understanding of Data** | * Knows and understands:
	+ How RENEW Implementation Checklist (RIC) data are collected and shared.
	+ How RIC data inform program structures to support Facilitators’ work.
	+ How RENEW Implementation Tracker (4 phases of RENEW/process/timelines) data are collected and shared.
	+ How RENEW youth outcome data (e.g., youth achieving benchmarks) are collected and shared.
	+ How RENEW fidelity (i.e., Facilitators adhering to the model per the RIT) data are collected and shared.
* Understands and communicates the purpose and importance of RENEW data collection to supervisors, Facilitators, Implementation Team members, and other stakeholders.
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| **2** | **Collection of Data** | * Establishes and thoroughly documents a clear data collection process and timeline, trains new Facilitators on this process, and revisits it regularly (e.g., booster trainings, “data parties,” etc.).
* Ensures all Facilitators have access to data collection system, while protecting confidentiality.
* Administers the RENEW Implementation Checklist (RIC) with the Implementation Team at least twice a year.
* Administers the RIT with each Facilitator for each youth, within 3 months of enrollment (or signing of RENEW Roles & Responsibilities Agreement), then every 6 months thereafter.
* Collects quarterly youth-specific outcome and Implementation Tracker (process) data in a timely manner.
* Collects and compiles additional data as directed by Implementation Team (e.g., CANS), if/when applicable.
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| **3** | **Use and Sharing of Data** | * Compiles, analyzes, and presents data for regularly scheduled reviews with Facilitators (monthly) and Implementation Team (quarterly).
* Works with Implementation Team to strategically identify which youth outcome data to collect and share with the organization and other stakeholders, based on what data are meaningful to youth progress.
* Uses RIC data (2x/year) and Action Plan monthly with Implementation Team to celebrate successes, as well as identify areas of need to problem-solve around.
* Uses Implementation Tracker data (i.e., monitoring implementation across the 4 phases of RENEW) at monthly Implementation Team meetings to make decisions and identify actionable steps.
* Gives Facilitators feedback that is data-based, observable, and leads to actionable steps.
* Summarizes and presents data in a way that others can understand.
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| **Fidelity score for Domain 2:** Total points \_\_\_\_\_\_\_ /12 possible points = **\_\_\_\_\_\_\_%** |

|  **Domain 3: Implementation and Programmatic Support** |
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| **#** | **Skill** | **Description** | **1**Area of Need | **2**Developing | **3**Proficient | **4**Exceptional |
| **1** | **Implementation Team Support** | * Works with Implementation Team to establish mission, schedule, roles/ responsibilities, standing agenda items, decision-making process, etc.
* Facilitates effective, efficient monthly Implementation Team meetings.
* Facilitates the development of a current action plan for the school/agency implementation of RENEW, and reviews and updates the plan monthly.
* Works with Implementation Team annually to review eligibility criteria and referral process, as well as to establish implementation goals.
* Has basic knowledge of best practices that enable good implementation, as well as common implementation barriers.
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| **2** | **Programmatic Support** | * Communicates and collaborates with other organizations that are important to youths’ success, e.g., schools, community mental health centers, child protection agencies, vocational rehabilitation, and other community-based organizations.
* Plans ahead around community/stakeholder outreach, e.g., connects with schools in late summer to prepare for upcoming school year, or plans ahead in spring for summer supports.
* Understands how RENEW is funded and supported (context specific).
* Communicates effectively with directors/ administrators.
* Advocates for Facilitators (e.g., resources, FTE, scheduling support, etc.).
* Encourages the completion of community and agency/school resource mapping and updates annually with Implementation Team.
* Ensures Facilitators are connected with ongoing professional development resources.
* Reaches out for technical assistance from UNH IOD trainers as needed.
* Participates in RENEW Coaches Community of Practice/ RENEW Professional Learning Community regularly to learn from other RENEW practitioners.
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| **3** | **Problem Solving** | * Analyzes concerns, gaps, and challenges using a systematic problem-solving process.
* Works with Facilitators to problem-solve around youth/family issues when appropriate.
* Advises Facilitators on assisting youth in crisis through the RENEW process, e.g., by reviewing RENEW Maps, convening the youth’s team, revising goals.
* Knowledge of internal agency/ school programs, services, and relationships.
* Knowledge of key external programs and services such as behavioral health, primary care, school, and vocational rehabilitation, among others
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| **Fidelity score for Domain 1:** Total points \_\_\_\_\_\_\_ /12 possible points = **\_\_\_\_\_\_\_%** |

|  **Domain 4: Education and Outreach** |
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| **#** | **Skill** | **Description** | **1**Area of Need | **2**Developing | **3**Proficient | **4**Exceptional |
| **1** | **Delivering RENEW Overview Presentations** | * Delivers RENEW Overview presentation that is brief and succinct, covering the RENEW Logic Model, population/context, 4 Phases of RENEW, expected outcomes, and steps towards implementation and referrals.
* Uses RENEW Overview presentation materials developed by UNH IOD, adding relevant context-specific information as appropriate.
* Delivers overview presentation with energy and passion to maintain audience engagement.
* Uses case examples, personal experience, and/or anecdotes as appropriate to deepen understanding.
* Invites and successfully fields questions and/or discussion from the audience.
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| **2** | **Fostering Awareness of and Support for RENEW** | * Regularly orients staff and stakeholders to RENEW
* Ensures internal agency/school stakeholders are aware of and engaged in RENEW by regularly communicating updates, and reaching out as appropriate to involve them.
* Frequently reaches out to external stakeholders in order to promote collaboration, resource sharing, and understanding of each other’s systems.
* Can give a 1–2-minute summary of the purpose, process, expected outcomes, and benefits of RENEW (“elevator speech”).
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| **Fidelity score for Domain 1:** Total points \_\_\_\_\_\_\_ /8 possible points = **\_\_\_\_\_\_\_%** |

**RCIT Summary Scores by Domain**

*NOTE: Implementation with fidelity is a score of 75% or higher in each category.*

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| **Domain** | **Score** | **Domain %** |
| 1. Facilitator Performance Feedback and Coaching
 | \_\_\_ /20 |  |
| 1. Data Use
 | \_\_\_ /12 |  |
| 1. Implementation and Programmatic Support
 | \_\_\_ /12 |  |
| 1. Education and Outreach
 | \_\_\_ /8 |  |

**Coach Development Plan**

| **Domain** | **Strengths** | **Professional Development Action Items** |
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| 1. Facilitator Performance Feedback and Coaching
 |  |  |
| 1. Data Use
 |  |  |
| 1. Implementation and Programmatic Support
 |  |  |
| 1. Education and Outreach
 |  |  |