Check-in / Check-out

# Implementation Checklist

Teacher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Setting: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Start Date: \_\_\_\_\_\_\_\_\_\_ End Date: \_\_\_\_\_\_\_\_\_\_\_ Total Days: \_\_\_\_\_\_\_\_\_\_\_\_\_

Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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|  |  | **Completed?** | **Completion Date** |
| Step 1 | Establish prerequisite conditions |  |  |
| Step 2 | Identify students who might benefit using entry criteria from intervention grid |  |  |
| Step 3 | Identify a team member with rapport or CICO coordinator to check in daily with student |  |  |
| Step 4 | Create or modify CICO sheet to match student behaviors and reinforcement preferences |  |  |
| Step 5 | Train student on CICO procedures |  |  |
| Step 6 | Morning check in with CICO coordinator |  |  |
| Step 7 | Regular teacher check in during day |  |  |
| Step 8 | Afternoon check out with student |  |  |
| Step 9 | Daily report sent home to parent for positive feedback |  |  |