**Intensive TA Checklist**

**DB Summit Concurrent Session**

**Dr. Jerry G. Petroff, NJ DB Project**

**Kathy McNulty, NCDB**

|  |
| --- |
| **Intensive TA Activity:** |

|  |  |
| --- | --- |
| **Yes? or No?** | **Intensive TA Descriptors/Qualities**  **Clarity Frequency Intensity Duration Integrity** |
|  | The TA being delivered is individualized to the recipient. |
|  | The TA provider and TA recipient share a clear understanding of the targeted need or challenge. |
|  | The TA being delivered has clearly stated outcomes that reflect changes in policy, practice and/or major operations in one or more system levels. |
|  | A well defined action plan is developed and revised as needed. |
|  | All outcomes are measurable and a system for data collection is planned. |
|  | There is an on-going evaluation to capture the effort (activities, outputs) and effect (impact) of the TA. |
|  | Regular, on-going assessment of progress is conducted. |
|  | The TA is sustained and on-going reflecting at least a year and or multi-year effort with consideration of the attainment of intended outcomes occurring in a timely and effective manner. |
|  | The TA promotes an evidenced-based-practice. |
|  | Regular, on-going coaching/consultation are provided. |
|  | Clear roles and responsibilities are identified for all stakeholders involved. |
|  | An agreement is established on the TA process that will be used. |
|  | On-site, on-line and in-person TA is provided as needed. |
|  | A positive relationship that reflects mutual respect and professionalism is established between the recipient and the TA provider. |
|  | The TA is reflective of shared value between the recipients and the TA provider. |
|  | The TA process adheres to effective TA practices [i.e. all of the above]. |