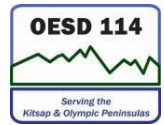




Social Emotional Screening Procedure



Performance Standards and Regulations		
Head Start Performance Standards 1302.33	ECEAP CO-1	Washington Administrative Code (WAC) 110-300-0055

Purpose

The Devereux Early Childhood Assessment (DECA) is the social-emotional/behavioral screening tool used in our early learning programs to identify social emotional strengths and concerns and is required for every child. This informs staff about social emotional screenings due dates, timelines and follow up requirements.

Procedure

The DECA is completed with all children that enter our program even if they have an IFSP/IEP. This tool is completed three times a year to allow for evaluating the effectiveness of strategies, to show results and support families.

For newly enrolled children, the Parent Pre-DECA is due within **45 calendar days of a child's First Date of Service (FDS)** no matter what rating period the child enters the program.

For year-round programs and continuing children, a new Parent Pre-DECA must be completed prior to October 31.

Refer to the DECA Timeline Process (page 2) for additional details, due dates and timelines for Parent DECA and Teacher DECA.

Center Based Programs:

- The Parent Pre-DECA is completed by parent/caregiver within 45 days of a child's FDS.
- The Teacher DECA is completed by the Teacher and **is not** to be completed in the first four weeks. Staff completing the DECA should remain the same throughout the year. *For example: If Teacher A completes the pre-DECA for Child 1, then Teacher A must complete the mid-DECA and the post-DECA for Child 1.*
- Follow the scoring directions as outlined in the DECA portal.

Home Visiting Programs:

- The Parent Pre-DECA is completed by parent/caregiver and Home Visitor within 45 days of a child's FDS.
- Follow the scoring directions as outlined in the DECA portal.

If the family's primary language is anything other than English, you must request an interpreter to support completion. Staff should supply interpretive services and translated materials for screenings as available.

DECA Follow Up

Child scores typical or strength in all areas	Child scores strategies needed
<ul style="list-style-type: none"> • Share results with the parent/caregiver to determine next steps within 2 weeks of the completed screening. • Parent letters are printed from eDECA and shared with families and document conversation in CP Event notes. • Parent and Teacher Single Rating Reports are attached in ChildPlus for each rating period. • Results are utilized in individual planning for children. 	<ul style="list-style-type: none"> • Share results with the parent/caregiver to determine next steps within 2 weeks of the completed screening. • Complete 3 DECA strategies in CP before the next DECA screening. • Parent letters are printed from eDECA and shared with families and document conversation in CP Event notes. • Parent and Teacher Single Rating Reports are attached in ChildPlus for each rating period. • Results are utilized in individual planning for children.

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DECA Timeline Process

Early Head Start Home Based	Early Head Start and Head Start Center Based (Full Year Programs)	Head Start and ECEAP (Part Year Programs)
<p>Pre-DECA:</p> <ul style="list-style-type: none"> • Parent DECA within 45 days of FDS • Annual DECA for returning children due by October 31 <p>Mid-DECA:</p> <ul style="list-style-type: none"> • Parent Mid-DECA will be completed and documented by March 15 • Screenings can occur between February 15 and March 15. <p>Post-DECA:</p> <ul style="list-style-type: none"> • Parent Post-DECA will be completed and documented by June 30. • Screenings can occur between May 30 and June 30. 	<p>Pre-DECA:</p> <ul style="list-style-type: none"> • Parent DECA: within 45 days of FDS • Teacher DECA: after child is in center a minimum of 4 weeks (by October 31) • Annual DECA for returning children due by October 31 <p>Mid-DECA:</p> <ul style="list-style-type: none"> • Parent and Teacher Mid-DECA will be completed and documented by March 15 • Screenings can occur between February 15 and March 15. <p>Post-DECA:</p> <ul style="list-style-type: none"> • Parent and Teacher Post-DECA will be completed and documented by June 30. • Screenings can occur between May 30 and June 30. 	<p>Pre-DECA:</p> <ul style="list-style-type: none"> • Parent DECA: at Initial Contact/Education Home Visit within 45 days of FDS • Teacher DECA: after child is in program a minimum of 4 weeks (by October 31) <p>Mid-DECA:</p> <ul style="list-style-type: none"> • Parent and Teacher Mid-DECA will be completed and documented by February 4 • Screenings can occur between January 14 and February 4. <p>Post-DECA:</p> <ul style="list-style-type: none"> • Parent and Teacher Post-DECA will be completed by May 6. • Screenings must be occur between April 15 and May 6.
For children who enroll mid-year:	For children who entered mid-year:	For children who enter mid-year
<p>A parent Pre-DECA will be completed for EVERY child within 45 days of FDS no matter what screening period.</p> <p>If you have completed a Pre-DECA within 60 days of a mid or post DECA due date, the next DECA screening is not required.</p>	<p>A parent Pre-DECA will be completed for EVERY child within 45 days of FDS no matter what screening period.</p> <p>If you have completed a Pre-DECA within 30 days of a mid or post DECA due date, the next DECA screening is not required.</p>	<p>A parent Pre-DECA will be completed for EVERY child within 45 days of FDS no matter what screening period.</p> <p>If a child enters within 45 days of the end of a screening period, the teacher will complete the screening from the following screening period.</p> <p>If teachers have completed a Pre-DECA within 30 days of a mid or post DECA due date, the next DECA screening is not required.</p> <p>Any child enrolled after May 6th, a parent DECA will still be completed but there is no requirement for a teacher DECA to be completed.</p>
<p>DECA Infant Assessment: 1 month to 18 months</p> <ul style="list-style-type: none"> • Attachment/Relationship • Initiative 	<p>DECA Infant Assessment: 1 month to 18 months</p> <ul style="list-style-type: none"> • Attachment/Relationship • Initiative 	<p>DECA P2: 3 to 5 year old</p> <ul style="list-style-type: none"> • Attachment/Relationship • Initiative

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<ul style="list-style-type: none">• Total Protective Factors DECA Toddler Assessment: 18 to 36 months <ul style="list-style-type: none">• Attachment/Relationship• Initiative• Total Protective Factors• Self-Regulation DECA P2: 3 to 5 year old <ul style="list-style-type: none">• Attachment/Relationship• Initiative• Total Protective Factors• Self-Regulation• Behavioral Concerns	<ul style="list-style-type: none">• Total Protective Factors DECA Toddler Assessment: 18 to 36 months <ul style="list-style-type: none">• Attachment/Relationship• Initiative• Total Protective Factors• Self-Regulation DECA P2: 3 to 5 year old <ul style="list-style-type: none">• Attachment/Relationship• Initiative• Total Protective Factors• Self-Regulation• Behavioral Concerns	<ul style="list-style-type: none">• Total Protective Factors• Self-Regulation• Behavioral Concerns
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