## Subscale: Monitoring Plans and Organization-wide Data for Decision Making (5)

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| **Feature** | **Possible Data Sources** | **Scoring Criteria** |
| **1.16 Organizational Workforce**: Tenure, retention, staff satisfaction data and other related workforce measures are reviewed in team meetings to assess progress | * Meeting minutes
* Data summaries
* Interviews
* Sample of staff satisfaction surveys
 | 0 = There is no indication that the organization is using data related to tenure, retention, or other staffing patterns1 = Interviews with team members indicate that retention/tenure data are reviewed during team meetings2 = Meeting minutes, data summaries, and other evidence indicates the team regularly reviews data for decision making  |
| **1.17 Data-Based Decision Making**: The organization-wide team reviews outcomes associated with effective planning (quality of life, changes in incident reports, 911 calls, injuries, restraint, etc.) on a regular basis to make data-based decisions | * Quality of life surveys, interviews
* Incident report data, injuries, etc.
* Fidelity data
* Meeting minutes
* Assessment dashboard
* Human Resources hiring data collection process
* File Review using regulatory guidelines with information contained in a dashboard to inform organizational decision making.
 | 0 = There is no indication that the team is regularly reviewing data during meetings1 = Interviews with team members indicate that at least one type of data are reviewed (incidents, county strategic evaluation data, attrition, etc.)2 = Meeting minutes, data summaries, and other evidence indicates the team regularly reviews data for decision making |
| **1.18 On-Going Monitoring of Fidelity Data:** Team reviews fidelity data (self-assessment tools, tiered onsite data) during regular team meetings and makes adjustments according to the data.  | * Meeting minutes
* Summary of self-assessment and past onsite data
 | 0 = There is no indication that the team is regularly reviewing fidelity data during meetings1 = Interviews with team members indicate that fidelity data are reviewed during meetings2 = Meeting minutes, data summaries, and other evidence indicates the team regularly reviews fidelity data for decision making |
| **1.19 Annual Evaluation:** Team conducts an annual summary and review of overall progress each year documenting major accomplishments, data collected, and products developed and disseminated (e.g., summary report or presentation slide deck, newsletter summary and celebration, etc.).  | * Meeting minutes
* Summary of data collected
* Documented changes in action plan linked to review
* Evidence that review is shared (newsletter, handouts, awards and recognition, etc.)
* Interviews
 | 0 = There is no indication that the team reviews implementation progress annually 1 = Interviews suggest annual evaluation occurs2 = A summary of annual evaluation data is available in presentations or report form. |
| **1.20 Direct Observation:** Team member collects direct observation data in at least two locations quarterly | * Summary of data
* Completed observation forms
 | 0 = There is no indication that the team is regularly reviewing observation data during meetings1 = Interviews suggest observation data are collected2 = Data collected are organized and available for review with summaries organized for meetings |
| **1.21 Universal Quality of Life Assessment:** Team summarizes existing quality of life data to assess universal status within the organization, or uses surveys or other methods to review quality of life across people as part of both ongoing monitoring and as an annual review  | * Surveys, interviews, etc.
* Other documentation
* Quality of life surveys for staff and people supported through agency
* Incorporate quality of life measures into current organization-wide data collection methods.
 | 0 = There is no indication that the team is collecting quality of life data 1 = Interviews suggest quality of life data are collected 2 = Data collected are organized and available for review with summaries organized for meetings and summarized annually |