Evidence-based Quality Intervention Practices Year 1

Implementation Team

Who — 6-10 team members, including administrator, an internal coach, data manager and representatives from each role

What — Create the systems and processes to support program wide adoption

How Long — *Approx. 1.5 hours each month to meet

Internal Coach

Who — A member of the team who will be trained in Practice Based Coaching

What — Observe visits, provide feedback and reflect on practices 2 times each month

How Long — *Approx 1.5-2 hours each month per coachee and

EQIP YEAR 1 TRAINING OVERVIEW

Time:	Training:	Who Attends:
1 day	Program Wide Adoption	Implementation Team
1 day each	Guides 1, 2, 3, and 4	Implementation Team & all coachees
1 day	Data Manager Training	Data Manager & 1 Internal Coach
1 day	Practice Based Coaching Training	Internal Coach(es)
1 day	Implementation Retreat	TBD by Implementation Team

Data Manager

Who — Member of the program who can access the online data system to enter data and create reports

What — Enter data online data system created by MNCoE, run reports, attend the implementation team meetings, and submit data to MNCoE 2/year

How Long — *Approx. 3 hours each month

Coachee

Who — Staff who are being coached, including early interventionists and related service providers

What — Implement EQIP practices and participate in Practice Based coaching sessions

How Long — *Approx. 1-2 hours each month

These times are approximate and may vary depending on your program's size and rate of scale up.
See the detailed handout 'Roles and Responsibilities' for additional information.