

TF-CBT Outcome Reporting Process (PCCD Grantees)

rev 7/2020

<p>TRAINING (At start of grant and as needed for new hires)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Project Lead¹ completes the training process on the EPISCenter website. <input type="checkbox"/> Project Lead provides training information to TF-CBT Therapists and sets deadline for completing the training and the on-line Verification. <input type="checkbox"/> As of the deadline, Project Lead requests list from EPISCenter of all therapists that have completed the training. <p style="text-align: center;">Training information can be found at: http://www.episcenter.psu.edu/newvpp/tfcbt/evaluation-tools</p>
<p>DATA COLLECTION (On-going)</p>	<p>Therapists enter every TF-CBT client² into their Clinical Data Tool. Data is added at the beginning of TF-CBT (e.g., demographics, start date, initial CPSS) and at discharge (end date, completion status, Brief Practice Checklist).</p>
<p>USE YOUR DATA!</p>	<p>While this data collection process is required during the course of your grant, it also provides you with ready access to information about your implementation and outcomes. Use this data to identify strengths and needs of your TF-CBT project, and share your outcomes with key stakeholders!</p>
<p>QUARTERLY STEPS</p>	
<p>GATHER DATA</p>	<p>At the end of each quarter, each therapist provides an up-to-date copy of the Clinical Data Tool to the Project Lead.</p>
<p>QUALITY ASSURANCE</p>	<p>Project Leads should review the Clinical Data Tools for accuracy and follow-up with therapists as needed regarding missing or incomplete data. Use the resource, “How to Self-Check Your Quarterly TF-CBT Data” to review Clinician Data.</p>
<p>AGGREGATE DATA</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Project Lead copies data from the Clinical Data Tools into the Agency Data Tool and reviews the resulting data in the Outcome PMs tab for accuracy. <input type="checkbox"/> Project Lead enters required data into Process PMs and Clinician Tracking Tabs. <input type="checkbox"/> Check data using “How to Self-Check Your Quarterly TF-CBT Data” as a guide.
<p>EPISCENTER REVIEW</p>	<p>Send your Agency Data Tool to your EPISCenter Contact shortly after the quarter ends. Your data will be reviewed and we will let you know if there are corrections that need to be made.</p>
<p>MAKE CORRECTIONS (If needed)</p>	<p>Make any corrections identified by EPISCenter staff.</p>
<p>UPLOAD TO EGRANTS</p>	<p>The Agency Data Tool is uploaded into Egrants by the 20th of the month after each quarter ends. Due dates: January 20th, April 20th, July 20th, October 20th.</p>

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¹ Project Lead may be replaced in this process by an individual designated as responsible for project data collection.

² If you have an Endowment Act grant specific to child sexual abuse cases, therapists should only report on these cases.