Check In-Check Out (CICO) Distance Learning Adaptation Considerations

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- Morning Check-In
  - Each student checks in with CICO mentor **remotely** before beginning school work for the day from home
    - Scheduled time, scheduled virtual room
      - Could do over the phone
      - Home caregiver could participate as well
  - **Scheduling**
    - If distance instruction is asynchronous, then this is an opportunity to create *structure* in the student's schedule
    - Collaborate with home caregiver
- Teacher/Caregiver Feedback
  - With distance learning, **who is the teacher?**
    - The teacher? The caregiver? *Both?*
    - If caregiver is involved, then they should have a point sheet and use it
  - Technology for **synchronized** scoring on point sheet
    - Google Sheets?
    - Caregiver texts CICO mentor?
    - In CICO-School-Wide Information System (SWIS), non-staff can enter data if assigned
  - Separate ratings that are combined by CICO mentor at end of the day?
    - Teaching caregiver **how to give feedback**
- Afternoon Check-Out
  - Each student checks out with CICO mentor **remotely** at end of "school day"
  - Scheduled time, scheduled virtual room
    - Could do over the phone
    - Home caregiver could participate as well
  - **Scheduling**
    - If distance instruction is asynchronous, find a time when student and caregiver agree that school work *should be done for the day*
    - Should be in regular school hours to accommodate CICO mentor schedule
  - Review percentage of required **work completed**
    - Although not part of traditional CICO, this is probably important and could be used determining if *goals were met*
  - **Reinforcers** will need to be re-considered
    - *Ideally* the school could still arrange for a standard menu of reinforcers
      - **Alternative** = Reinforcers that are unique for each student and delivered at home
    - If reinforcers are to be managed at home, it's important to have a planned **SYSTEM** rather than just leaving it to caregiver discretion

- Home Feedback
  - If caregiver isn't already involved in rating behavior throughout the day or checking-out, then send them the point sheet electronically
  - If caregiver is doing the ratings and/or involved in check-out, then the home feedback element is complete even without sending caregiver the point sheet