



Annual Report to the Colorado Traumatic Brain Injury Trust Fund Board

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July 1, 2017 – June 30, 2018



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Overview

Background

The Colorado Brain Injury Program (now known as MINDSOURCE Brain Injury Network), within the Office of Community Access and Independence at the Colorado Department of Human Services (CDHS) contracted with the Colorado Department of Education (CDE) for brain injury support services for FY2018 (July 1, 2017-June 30, 2018). The scope of this work involved building the infrastructure of Colorado schools and the capacity of school personnel and health professionals, and providing support to develop and maintain both school based concussion management and district based brain injury resource teams. In addition, this contract involved providing the following; general training on brain injury both in the schools, as well as in the community; developing guidelines/protocols, and monitoring and developing appropriate policies related to supporting students with brain injury in the education setting. Finally, this contract involved partnering with community agencies and others at CDE to build the capacity of families to better understand how to support their child with a brain injury. Funding for this work was provided through MINDSOURCE Brain Injury Network, Traumatic Brain Injury Trust Fund revenue.

Key Accomplishments for FY2018

- Finalized the creation of the online Return to Learn Concussion Management Team (CMT) Training and brought the training live. 116 CMTs were registered by the end of FY18.
- Disseminated information explaining and promoting Return to Learn CMTs to administrators and educators at conferences and meetings.
- Facilitated Return to Learn CMT Community of Practice (CoP) Monthly Meetings for individuals who completed the CMT training.
- Facilitated bi-monthly Concussion Action Team (CAT) teleconference meetings to keep districts up-to-date on concussion information.
- Provided consultation to school personnel and parents with questions regarding concussion.
- Provided a two-day new BrainSTEPS CO Team/team member training and trained 4 additional BrainSTEPS CO Brain Injury Consulting Teams (N=24) and 51 new team members to add to existing teams. There are now 16 District and 4 BOCES Level BrainSTEPS CO Teams with 152 team members serving 52 districts in Colorado.
- Provided a two-day follow-up workshop for 124 BrainSTEPS CO team members.



- Provided a one-day BrainSTEPS CO Team Leader Training to enhance the skills of BrainSTEPS CO Team Leaders.
- Held monthly teleconference calls with BrainSTEPS CO Team Leaders.
- Supported BrainSTEPS CO team members through consultation and mentoring.
- Disseminated brain injury information at conferences and professional meetings.
- Maintained the TBI and CAT Listservs, disseminating information on a regular basis.

Key Activities for FY2018

A. Develop, implement, and maintain a network of school based CMTs.

1. Provide training to, and obtain buy in from, appropriate administrators.

The following activities took place to encourage support for CMTs by administrators:

- BrainSTEPS CO CMT literature, including “Why Your School Needs a CMT” was developed and distributed to school administrators at the Colorado Association of School Executives (CASE) Conference on 7/26-27/17. Approximately 1,100 school administrators attended this conference.
- The Return to Learn CMT training was marketed at the CAT Teleconference (8/31/17) and BrainSTEPS CO Team Leader Meetings (8/30/17, 9/30/17).
- A “BrainSTEPS CO Return to Learn CMT Overview” Power Point was developed and distributed to all BrainSTEPS team members to share with their district personnel.
- Presented “Return to Learn Following Concussion: The Role of the School Counselor” (introducing the Return to Learn CMT training) at the Colorado School Counselor Association’s Conference 10/20/17. Return to Learn CMT materials were also displayed at a booth during the conference on 10/19-20/18. Approximately 700 school counselors attended this conference.
- Distributed CMT promotional literature, including “Why Your School Needs a Return to Learn CMT” to school nurses at the Colorado Associations of School Nurses Association Conference via an exhibit booth on 11/4/17. Approximately 250 school nurses attended this conference.
- Posted “Why Your School Needs a Return to Learn CMT” document on the CDE’s Brain Injury webpage to promote Return to Learn CMT training.
- Distributed “Why Your School Needs a Return to Learn CMT” and “Return to Learn CMT Q & A” documents to all BrainSTEPS CO Team Leaders following the 1/13/18 Monthly Team Leader Conference call where they were reminded to promote the CMT training to schools in their districts.
- Promoted Return to Learn CMT training during the 1/16/18 new school nurses’ Concussion webinar.



- A reminder regarding the Return to Learn CMT Training was made at the CAT Meeting on 4/19/18 and sent out in the meeting minutes.
 - An announcement about the Return to Learn CMT Training was posted on the School Nurses' ListServ 4/26/18.
 - On 6/19/18 an announcement about the Return to Learn CMT Training was given to the Colorado Charter School Institute to disseminate to all its charter schools. The information will go out via their listserv, as well as their August newsletter.
2. Develop and implement CMT toolkit with training, best practices, forms, and policy and procedures.
- The Return to Learn CMT Toolkit, which contains procedures, monitoring checklists, the BrainSTEPS Framework, parent and teacher letters, BrainSTEPS flyers, etc. was developed and is available for download in the online training and is being used by the CMTs.
 - Marketing materials, including "Why Your School Needs a CMT" handout, Return to Learn CMT Q & A, and CMT Overview PowerPoint, were developed and disseminated to BrainSTEPS CO team members and the CAT listserv. Information was also posted on the CDE website.
3. Develop referral protocol from CMTs to BrainSTEPS CO Teams.
- A referral protocol from the CMTs to the BrainSTEPS CO team was developed and is outlined in the Return to Learn CMT online training and was explained to BrainSTEPS CO Team members.
 - Discussions were held with Jodie Kraus and Erin Austin from Children's Hospital and Laura Magnuson from Craig Hospital to encourage them to use the Online Reporting BrainSTEPS (ORBS) to make referrals to BrainSTEPS CO teams and to determine the optimal time to make the referrals.
4. Develop CMTs in a minimum of 17 schools.
- At the end of quarter four, 116 CMTs were registered (with 182 individuals on those teams) for the CMT training. Additionally 95 BrainSTEPS CO Team Members registered for the CMT training. The table below shows the groups registered for the Return to Learn CMT Training and the number in each group.

Groups Registered for CMT Training	Number Registered
Concussion Management Teams	116
Individuals (on CMTs)	182
BrainSTEPS CO Team Members	95
Districts/BOCES represented	24/9

- Return to Learn CMT CoP Monthly Meetings are open to all persons who have finished the Return to Learn CMT online training. The meetings are co-hosted by Brenda Eagan Johnson, Director of the BrainSTEPS Pennsylvania program, and Dr. Tyler. The purposes of the monthly online meetings are to disseminate new concussion research and to provide answers to questions participants may have regarding the management of return to learn following concussion.

Return to Learn CMT CoP Meeting Date	N of Persons Attending
03/21/18	29
04/11/18	33
05/10/18	18

- Develop, update, and maintain appropriate guidelines and protocol for school districts across the state of Colorado.

- Concussion Action Team (CAT) Teleconferences

CAT teleconference meetings are held bi-monthly during the school year to provide school professionals an opportunity to discuss challenges, share information/documents, and share achievements related to concussion management. In addition, CDE provides updates and facilitates discussion of current research articles and new materials produced within the brain injury field. Five CAT teleconference meetings were held during the FY18 school year. The table below shows CAT teleconference dates, number of persons attending via GoToMeeting, and the number of districts represented:

CAT Meeting Date	N of Persons Attending	N of Districts/BOCES Represented
08/31/17	15	13
10/10/17	10	8
12/07/17	9	9
02/06/18	10	10
04/19/18	8	8

Persons from the following 15 school districts/BOCES participated in CAT meeting during FY18: Academy 20, Aurora Public Schools, Brighton 27J School District, Cherry Creek, Colorado River BOCES, District 49, Douglas County School District, Eagle Schools, Englewood Schools, Gunnison Community Schools, Jefferson County, Mesa County Valley, Pueblo City Schools, St. Vrain Valley Schools, and Ute Pass BOCES. Additionally, minutes from the CAT meetings were emailed to over 384 school district members on the CAT Listserv. The minutes contained concussion resources and links to research articles and resources discussed during the CAT conference call.



- Return to Learn Concussion Consultation: School district personnel and parents will frequently call requesting information regarding issues related to concussion. During FY18 consultation was provided to 34 persons regarding return to learn concussion matters, developing district concussion policies, identification of concussions, etc., via email/phone. Notes or email document each individual occurrence.
- The 2014 Colorado Department of Education Concussion Management Guidelines document is in the process of being updated. The end result will not include any major changes to the content of document, only updates to concussion research and resources.

B. Develop, implement, and maintain a network of BrainSTEPS CO Teams across the state.

1. Maintain and update BrainSTEPS CO Teams best practice documents forms and policy and procedures.
 - A list of BrainSTEPS CO Team Best Practices were developed and refined. The list of best practices was initially reviewed with BrainSTEPS CO Team members at the new team training and was reviewed at the August Team Leader meeting. The Best Practices document is available on the BrainSTEPS CO website. A document has also been developed that lists what “BrainSTEPS CO Team Members Can and Cannot Do” to help clarify their role. This is also reviewed at the new team training and is posted on the BrainSTEPS CO website for reference.
 - A “BrainSTEPS CO Overview” PowerPoint was developed and disseminated to BrainSTEPS CO team members to help them explain their role to members of their district. This, along with other resource documents, is available when team members log in to the BrainSTEPS CO website.
2. Develop referral protocol for BrainSTEPS CO Teams to make a student referral to Brain Injury Alliance of Colorado (BIAC).
 - In working with the BIAC, the best point of referral from BrainSTEPS CO teams to BIAC was determined. This point of referral is explained to BrainSTEPS CO team members at the new team training by members of BIAC.
 - Attended quarterly meetings with MINDSOURCE Brain Injury Network and BIAC regarding youth services. Updates were provided on CDE activities and opportunities to coordinate efforts with BIAC were determined.
3. Develop and implement BrainSTEPS CO Team trainings two times per year.

The following actions were taken to prepare for the BrainSTEPS CO new team training:

- Recruited districts who were without BrainSTEPS CO teams for the new team training.
- Disseminated information sheet “Why Your District Needs a BrainSTEPS CO Team” at the CASE Conference 7/27-28/17.
- Preparations for the BrainSTEPS CO new team training to be held in November 2017 took place (venue and speakers arranged, agenda set, training materials developed, etc.)
- Posted notices of the BrainSTEPS CO Team Training on the TBI, School Nurse’s, and CAT Listservs and in the Exceptional Student Services and CDE wide Scoop Newsletter.
- Posted applications on the BrainSTEPS CO website and CDE website.
- Information regarding the New Member BrainSTEPS CO Team Training was disseminated to current BrainSTEPS CO team members.
- The BrainSTEPS CO training was posted on CDE’s Exceptional Student Services webpage and the BrainSTEPS CO webpage along with the application for the training.
- Participants were required to complete a BrainSTEPS CO application to be considered for acceptance into the training. New BrainSTEPS CO teams were required to have a minimum of 4 team members and to have the support of their administration. New teams from 4 districts and one BOCES applied for the BrainSTEPS CO team training. Fifty-five persons from districts or BOCES wanting to add additional members to their teams also applied. Of the 5 new teams that applied, 4 were accepted. One team only had 2 people apply, and after working with them to get more people on board, it was decided that they would wait and reapply in 2018. The rest of the applicants that applied were accepted.

BrainSTEPS CO New Team Training:

- The BrainSTEPS CO training was held at the Holiday Inn Denver Cherry Creek, 11/29-30/17 (see Appendix A for Agenda.) A total of 75 Colorado school district personnel attended the training to become BrainSTEPS CO team members including an audiologist, school counselors, district nurses, instructional specialists, occupational therapists, physical therapists, school nurses, school psychologists, special education teachers, speech language therapists, social workers, and a transition coordinator. Six BrainSTEPS CO Team Leaders who had large numbers of people joining their teams also attended the training so they could be there to help plan with and support their new team members. Additionally, 11 other persons attended the training, including community partners from MINDSOURCE Brain Injury Network, the Brain Injury Alliance of Colorado, Children’s Hospital, and Rocky Mountain Hospital for Children, as well as two guests from a school district in Michigan.

- Below is a listing of the school districts/BOCES and the number of individuals trained from each entity (*New teams are marked with an asterisk.)

District	Number Attending
Academy 20	3
Aurora Public Schools	3
Centennial BOCES	12
Cherry Creek	1
Cheyenne Mountain SD 12	2
Colorado River BOCES	2
Douglas County SD*	8
East Central BOCES	5
Englewood Schools	1
Falcon SD 49*	4
Fountain-Fort Carson SD 8	4
Jefferson County	8
Mesa County Valley SD 51	2
Poudre SD*	6
Pueblo County District 70	1
St. Vrain Valley	5
Thompson Schools	2
Ute Pass BOCES*	6
	75

- All persons who were accepted for the November BrainSTEPS CO training were sent a link to complete an online *Knowledge about Children and Youth with Brain Injury* pretest prior to the training. A total of 70 persons completed the pre-test. Following the training, participants were asked to complete the *Knowledge about Children and Youth with Brain Injury* post-test. A total of 60 persons completed the post-test.
- Scores were compared for those who took both the pretest and the post-test and as a group; participants scored 73% on the pretest and 87% on the post-test, showing a 14% gain in knowledge. As there were a few questions on the test where participants did not show any or only a minimal score increase, the design of those test questions will be reviewed and the strength of curriculum covering those topics will be examined prior to the next training.
- All school district personnel were expected to complete the BrainSTEPS CO Brain Injury Consulting Team Training Evaluation survey. In an effort to increase

participation, participants were told at the training that they would have a chance to be entered into a drawing for a \$50 Lash & Associates gift certificate by completing both the post test and evaluation. A total of 74 individuals completed the evaluation survey (91% completion rate). The survey asked participants to respond to the following 4 statements for each presentation covered in the two-day training, rating each 1) Strongly Disagree, 2) Disagree, 3) Agree, or 4) Strongly Agree:

- The presenter(s) instruction of the content was effective.
- The presenter(s) knowledge of the content was comprehensive.
- The content presented in this training was high quality.
- The activities in this training gave me sufficient practice and feedback.

Participant ratings of either Agree or Strongly Agree for each of the 4 statements ranged from 96% to 100% on 9 of the 10 presentations. Only one presentation “Introduction to Online Reporting for BrainSTEPS” received a rating of 91% in one area “The activities in this training gave me sufficient practice and feedback”. The rest of the ratings for this presentation were in the 96% to 100% range.

Three other questions were also asked on the evaluation:

Question	Agree	Strongly Agree
I will implement strategies, skills, and/or knowledge as a result of this training.	32.43%	66.22%
My knowledge of students with acquired brain injury has improved	25.68%	72.97%
I know where to access community support and resources for students with acquired brain injury.	30.14%	67.12%

A final open ended question asked respondents, “What types of additional information or follow-up activities should be provided?” Information received from this question will be used when planning future trainings.

BrainSTEPS CO Follow-up Training:

- The BrainSTEPS CO all team two-day Follow-Up training was held at the Westminster Recreation Center in Westminster, February 27-28, 2018 (see Appendix B for Agenda.) A total of 124 BrainSTEPS CO team members attended the training to increase their knowledge in brain injury and skills in serving as BrainSTEPS CO team members. Roberta DePompei, Ph.D., an internationally known speaker, was brought in to deliver a day-long workshop on the effects of acquired brain injury on language and cognition.
- Below is a listing of the school districts/BOCES and the number of individuals trained from each entity.



School District/BOCES	Number Attending
Academy 20	6
Aurora Public Schools	6
Brighton 27J	6
Boulder Valley	5
Centennial BOCES	14
Cherry Creek	2
Cheyenne Mountain SD 12	4
Colorado River BOCES	4
Douglas County SD	8
East Central BOCES	6
Englewood Schools	4
Falcon SD 49	3
Fountain-Fort Carson SD 8	4
Garfield Re-2	1
Jefferson County	15
Mesa County Valley SD 51	4
Poudre SD	4
Pueblo County District 70	9
Roaring Fork School District	1
St. Vrain Valley	9
Thompson Schools	3
Ute Pass BOCES	6
Total	124

- All persons who registered for the training were sent a link to complete an online *February 2018 BrainSTEPS CO Follow-Up Training Pre-Test* prior to the training. A total of 109 persons completed the pre-test. Following the training, participants were asked to complete the *February 2018 BrainSTEPS CO Follow-Up Training Post-Test*. 81 persons completed the post-test for a 74% completion rate.
- Scores were compared for those who took both the pretest and the post-test and as a group; participants scored 74% on the pretest and 92% on the post-test, showing an 18% gain in knowledge. As there were a few questions on the test where participants showed only a minimal score increase, the design of those test questions will be reviewed and the strength of curriculum covering those topics will be examined prior to the next training.

- All school district personnel were expected to complete the BrainSTEPS CO Brain Injury Consulting Team Training Evaluation survey. In an effort to increase participation, participants were told at the training that they would have a chance to be entered into a drawing for a \$50 Lash & Associates gift certificate by completing both the post test and evaluation. A total of 101 of the 124 attendees completed the evaluation survey (82% completion rate). The survey asked participants to respond to 2-4 statements for each presentation covered in the 2-day training, rating each: 1) Strongly Disagree, 2) Disagree, 3) Agree, or 4) Strongly Agree. Participant ratings of either Agree or Strongly Agree for each of the 16 questions ranged from 82% to 99% with an average score of 94%. Overall, 97% of participants marked Agreed or Strongly Agreed with the statement “My understanding of my role as a BrainSTEPS CO team member has increased.” Additionally 98% marked Agreed or Strongly Agreed with the statement “I will implement strategies, skills, and/or knowledge as a result of this training.”

BrainSTEPS CO Team Leader Training:

- The BrainSTEPS CO Team Leader Meeting was held at the Lowry Conference Center on 5/10/18 (see Appendix C for agenda). Eighteen Team Leaders from the following 15 BrainSTEPS CO teams attended: Academy 20, Aurora, Boulder Valley, Centennial BOCES, Cherry Creek, Douglas County, Englewood, Falcon 49, Fountain-Fort Carson, Jeff CO, Poudre, Pueblo, St. Vrain Valley, Thompson, and Ute Pass BOCES. Five BrainSTEPS CO Team Leaders could not attend due to prior commitments.

The purpose of the training was to share information and strategies on a variety of topics including enhancing team functioning, running effective meetings, and fostering administrative support for BrainSTEPS CO. The agenda for the training is found in Appendix C. Brenda Eagan Johnson, BrainSTEPS Coordinator from Pennsylvania, helped deliver the training and provided us with ideas for future Team Leader trainings.

Following the training, participants were emailed a link to complete an evaluation of the training. Fourteen of the 18 attendees completed the evaluation (78% completion rate). The survey asked participants to respond to 7 statements evaluating the speakers, content, training activities, etc. rating each: 4) Strongly Agree 3) Agree, 2) Disagree, or 1) Strongly Disagree with a rating of Strongly Agree being a positive rating and Strongly Disagree being a negative rating of the training. There was also one open ended question that asked participants for “Additional Comments (e.g., general comments regarding the training, topics for future Team Leader Trainings, etc.).” Participants gave a rating of Strongly Agree or Agree, 100% of the time to 6 of the 7 questions (with the majority of participants rating the questions Strongly Agreed). On one question, regarding the usefulness of a case



study, participants gave a rating of Strongly Agreed or Agreed, 93% of the time. Examples from the “Additional Comments” question included the following responses from Team Leaders:

- “I have already talked about next steps with my team and with my special education director at my summative evaluation. The timing of this training was excellent!”
 - “I really liked this meeting. It was nice to add this more team lead focused training to the general trainings we've had in the past. Thanks so much and I hope we will have more in the future!”
 - I am new to the team leader position in my district and the information provided at the training was highly beneficial! Thanks!
- BrainSTEPS CO Team Leader Teleconference Meetings (via GoToMeeting) were held monthly (except on months when BrainSTEPS Co trainings were held). The purpose of these meetings is to provide Team Leaders with updated information and to give them an opportunity to ask questions of the BrainSTEPS CO Coordinators as well as fellow Team Leaders. Minutes from the team leader meetings were sent to all team leaders.

BrainSTEPS CO Team Leader Teleconference Meetings (via GoToMeeting)

Date	N	Topics
08/30/17	12	BrainSTEPS CO folder, Parent Permission/Statements, Database, New Team & Spring Follow-Up Training, Team Member Changes, BrainSTEPS CO Overview PowerPoint
09/27/17	14	Parent Permission, BrainSTEPS CO Overview, BrainSTEPS Google Drive, applications for New Team Training
12/20/17	20	Follow-up from the November training, the role of the BrainSTEPS CO team, database usage, and the Return to Learn CMT training.
01/31/18	20	Upcoming February all team training, CMT training, the Team Leader Survey, and ORBS Database/Security.
03/28/18	8	Follow-up from the February training, the dates of the fall new team member training, a potential sibling panel, the team leader training, the ORBS database manual, CDC Report to Congress, National TBI Budget, and CMT training.
04/25/18	20	Evaluation/Post-Test data from February training, May Team Leader Training, ORBS database, Return to Learn CMT training update

- While a BrainSTEPS CO team member survey was developed, it was decided that a Team Leader Survey would best meet current needs for program evaluation and planning. Thus, a telephone survey was developed and carried out. Nineteen of the 20 BrainSTEPS CO Team Leaders responded to the survey for a 95% completion rate. Surveys took approximately 35-45 minutes to complete. From these surveys information was obtained on: teams' strengths/barriers; how much time teams were spending on concussion cases; how they were marketing their team; what their Action Plan were; their level of administrative support; how often they met as a team; their use of the ORBS database; the teams' support needed from CDE; and the teams' training needs. Overall, a great deal of positive feedback was gained from this survey. Information from the survey was used to plan the Feb. update training and to develop support documents for teams (e.g., additional information on the database, letters for administrators.)

C. Maintain a Data Base for both CMT and BrainSTEPS CO Team Data

During FY18 considerable time was spent on both the CMT and BrainSTEPS CO Team websites. After several delays, the Return to Learn Concussion Team Training (CMT) went on line in December 2017. After the training went live, a number of technical issues became apparent over the course of the next few months which needed to be addressed. Additionally, as we begin to use both the ORBS database and the CMT websites, we realized there were changes that could be made to improve the functioning of both sites. The webmasters made the changes when requested.

D. Community Based Training and Outreach

1. Respond to education requests from school personnel, families, community providers (including partnering with BIAC) by either providing education or partnering with an appropriate entity to provide requested education.
 - Delivered brain injury inservice to Burlington Elementary Staff on 8/9/17 partnering with team leader from East Central BOCES to help give her experience in delivering presentations. Approximately 15 staff members were present.
 - Presented "Return to Learn Following Concussion: Information for School Nurses" via webinar to 30 new school nurses in Colorado, 1/16/18.
 - Presented "BrainSTEPS and School Integration Following TBI" at the 2018 Brain Injury Summit Conference in Vail, Colorado, 1/8/18.
 - Presented "Pediatric Brain Injury: An Interactive Workshop About Advancing Practice" at Brain Injury Across the Age Spectrum: Improving Outcomes for Children and Adults Conference sponsored by the North American Brain Injury Society and the National Collaborative on Children's Brain Injury, 3/15/18.

- Presented to 12 CDHS staff on CDE Brain Injury activities, BrainSTEPS CO, and Return to Learn CMT Training on 3/22/18.
 - Presented “Back to School After TBI” at Beyond Rehab: Succeeding at Life a Conference on Brain Injury, Sponsored by the Brain Injury Association of Kansas and Greater Kansas City.
 - Presented “BrainSTEPS Brain Injury School Consulting: A Decade of Lessons Learned Regarding K-12 Student Academic Supports” with Brenda Eagan Brown at the 4th Federal Interagency Conference on Traumatic Brain Injury, in Washington, D.C., on 6/11/18.
2. Develop and maintain a relationship with appropriate hospitals and providers in the state e.g. Children’s Hospital of CO and Rocky Mountain Hospital for Children.
 - Worked with Jodi Krause at Children’s Hospital to ensure referrals were being made to BrainSTEPS CO teams.
 - Presented an update on CDE activities at the Pediatric BIPN meeting on 9/29/17. In attendance were representatives from hospitals, rehabilitation centers, state agencies, advocacy agencies, and schools. A social networking meeting took place afterwards.
 - Met with Jodi Krause from Children’s Hospital (12/19) to discuss how BrainSTEPS CO referrals were going and to brainstorm how to obtain referrals from other departments within Children’s Hospital.
 - Presented an update on CDE activities at the Pediatric BIPN meeting on 12/13/17. In attendance were representatives from hospitals, rehabilitation centers, state agencies, advocacy agencies, and schools. A social networking meeting took place afterwards.
 - Presented with CDE representatives Heather Hotchkiss, Nicole Crawford, and Karen McAvoy, at the quarterly meeting of the Pediatric BIPN meeting on 2/6/18. In attendance were representatives from hospitals, rehabilitation centers, state agencies, advocacy agencies, and schools.
 - Networked with hospital and community providers at the Pediatric BIPN Meeting on 5/18/18.
 3. Maintain/enhance, develop content, and facilitate webpage design for the website: www.cokidswithbraininjury.com.



- Minor updates and maintenance were made to The Colorado Kids Brain Injury Resource Network webpage (www.cokidswithbraininjury.com) that serves as a resource for educators, school administrators, school psychologists, related services professionals, and families. Webpage analytics reports provided the following statistics for the COKids website:

Period	New Visits	Unique Visitors	Page Views
07/1-31/17	219	241	779
08/1-31/17	286	314	1,169
09/1-30/17	403	444	1,474
10/1-31/17	469	520	1,995
11/1-30/17	441	506	1,944
12/1-31/17	353	411	1,255
01/1-31/18	424	484	1,674
02/1-28/18	454	535	1,996
03/1-31/18	439	508	1,769
04/1-30/18	420	500	1,800
05/1-31/18	388	445	1,675
06/1-30/18	208	234	868

- The CDE Health and Wellness Brain Injury webpage was also updated this year. Information about BrainSTEPS CO and the CMTs were added. Webpage analytic reports show the following statistics for the CDE Health and Wellness brain injury webpage (<http://www.cde.state.co.us/healthandwellness/braininjury>):

Period	Page Views	Unique Page Views
07/1-31/17	83	64
08/1-31/17	statistics unavailable	statistics unavailable
09/1-30/17	207	144
10/1-31/17	183	120
11/1-30/17	181	110
12/1-31/17	141	93
01/1-31/18	316	219
02/1-28/18	288	167
03/1-31/18	597	507
04/1-30/18	175	122
05/1-31/18	162	116
06/1-30/18	85	59



4. Maintain and facilitate listserv e-mails on both the brain injury and concussion listserv to raise awareness on upcoming events, trainings, resources, etc.
 - Two listservs are maintained and utilized to raise awareness of upcoming events, trainings, resources, etc. The TBI ListServ was recently updated and now has 1,211 members and the CAT ListServ has 356 members.

Examples of information sent out via the listservs included announcements about:

- BIAC's Professional Conference in October 2017
- The December 2017 Pediatric Brain Injury Professional Networking (BIPN) meeting
- The State Board of Education's approved amendments to the Rules for the Administration of Protection of Persons from Restraint Act, 1 CCR 301-45.
- The 2018 Survivor Series held at Rocky Mountain Health Services
- The Office of Behavioral Health Research Forum on "Trauma Informed Excellence"
- BIAC's Educational Workshops for Parents
- The February Pediatric Brain Injury Professional Networking (BIPN) meeting
- BIAC's 2018 Conference Request for Proposals
- AECMN/APHOES Joint National Conference Hosted by Children's Hospital Colorado
- The CDC's Report to Congress on the Management of TBI in Children
- CAT Meeting announcement and minutes for April 2018.
- The May Pediatric BIPN Meeting at Children's Hospital Colorado.
- TBRI & Trauma-Informed Classrooms live-stream simulcast for educators put on by the Adoption Exchange.

Barriers/Challenges Faced (in Terms of Meeting SOW) for FY2018

A few challenges were faced this year. One included getting districts to allow their BrainSTEPS CO teams to use the ORBS database, as many were hesitant to do so because of data privacy laws. Districts were provided with written security assurances and documentation and still, the final district didn't received clearance to use the database until May 2018. Another challenge faced this year was dealing with a BrainSTEPS CO team that was not following the prescribed Best Practice Guidelines (not attending follow-up trainings, only attending some monthly phone meetings, etc.). After several calls with the team leaders to discuss solutions, even offering an onsite visit, it was decided that if they were not willing to meet BrainSTEPS Best Practice Guidelines and they would no longer be considered a BrainSTEPS CO team (thus not eligible for further trainings.) We felt this was necessary to uphold the integrity of the BrainSTEPS CO program.



Plans for FY2019

Plans for FY2019 are to continue to ensure that Colorado students with brain injury are served by educational personnel that are trained to meet their unique needs. To do so, additional BrainSTEPS CO Brain Injury Consulting teams will be trained in FY2019 and existing BrainSTEPS CO team members will be kept up-to-date through additional training. Additionally, CMT's will be trained to manage the academic needs of the numerous students returning to learn following concussion.



Appendices



Appendix A: BrainSTEPS CO
New Team Training Agenda
November 29-10, 2017



New Team Training – November 29-30, 2017

Wednesday – Nov. 29th

Time	Topic/Activity	Presenter
8:15a	Check in	
8:45a	Welcome	Janet Tyler, PhD, CBIST Heather Hotchkiss, MSW
9:00a	What is a BrainSTEPS CO Team?	Janet Tyler, PhD, CBIST
9:45a	Break	
10:00a	What is Brain Injury and Why it is Different?	Janet Tyler, PhD, CBIST
11:30a	Working Lunch	
12:15p	Building Blocks of Brain Development – The Colorado Neuroeducational Model	Heather Hotchkiss, MSW Nicole Crawford, PhD
2:00p	Break	
2:15	(Continued) Building Blocks of Brain Development – The Colorado Neuroeducational Model	Heather Hotchkiss, MSW Nicole Crawford, PhD
4:00p	Wrap Up & Adjourn	

Thursday – Nov. 30th

Time	Topic/Activity	Lead
8:00a	Check in	
8:15a	Welcome Overview of Return to Learn Concussion Management Teams and the Role of the BrainSTEPS CO Teams	Janet Tyler, PhD, CBIST
8:30a	Protracted Recovery from Concussion and Long Term Sequela of Mild TBI	Karen McAvoy, PhD
9:30a	Break	
9:45a	Overview on Special Education Eligibility for Brain Injury	Heather Hotchkiss, MSW
10:30a	School Re-Entry	Janet Tyler, PhD, CBIST
11:30a	Working Lunch & Exploring Community Resources - MINDSOURCE – Judy Dettmer, BSW - BIAC – Cari Ledger, EdS, NCSP, CBIS - Craig Hospital – Laura Magnuson, MEd - Children’s Hospital – Jodi Krause, MA	
1:00p	Online Reporting for BrainSTEPS (ORBS)	Nicole Crawford, PhD
2:00p	Team Planning Considerations	Nicole Crawford, PhD
2:45p	Wrap Up – Evaluation & Post-test	Janet Tyler, PhD, CBIST
3:00p	Adjourn	



Appendix B: BrainSTEPS CO
Follow Up Training Agenda
February 27-28, 2018



BrainSTEPS CO Update Team Training

Tuesday, February 27, 2018

Time	Topic/Activity	Presenter
8:00-8:30a	Check in	
8:30-8:45a	Welcome	Heather Hotchkiss, MSW Janet Tyler, PhD, CBIST
8:45-10:30a	K-12 Students with Concussion and the Law (video with discussion groups)	Perry Zirkel, PhD, JD Tyler
10:30-10:45a	Break	
10:45-11:30a	Case Study	Nicole Crawford, PhD
11:30-11:45a	Legal Additions	Hotchkiss
11:45-12:45p	Working Lunch – Team Planning Time	Hotchkiss/Tyler
12:45-1:45p	Panel Presentation	Karen McAvoy, PsyD
1:45-2:00p	Break	
2:00-3:45p	Team Discussions: Celebrations	Hotchkiss/Tyler
3:45-4:00p	Wrap Up & Adjourn	Hotchkiss/Tyler

Wednesday, February 28, 2018

Time	Topic/Activity	Presenter
8:00-8:15a	Check in	
8:15-8:50a	Review/Questions from Day One Update on Return to Learn CMTs	Tyler
9:00-10:15a	Passion + Petulance + Persistence = Possibility: Cognitive Communication Issues	Roberta DePompei, PhD
10:15-10:30a	Break	
10:30-11:45a	Cognitive Communication Issues (continued)	DePompei
11:45-12:45p	Working Lunch – Team Planning Time	Hotchkiss/Tyler
12:45-2:00p	Cognitive Communication Issues (continued)	DePompei
2:00-2:15p	Break	
2:15-3:30p	Cognitive Communication Issues (continued)	DePompei
3:30-4:00p	Wrap Up – Adjourn	Hotchkiss/Tyler



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Appendix C: BrainSTEPS CO
Team Leader Training Agenda
May 10, 2018



Spring 2018 - Team Leader Workshop

9:00am- 10:00am	BrainSTEPS Program: <ul style="list-style-type: none"> Welcome Brain Architecture Activity
10:00am – 10:30am	<ul style="list-style-type: none"> BrainSTEPS: ORBS Database Overview
10:30am – 10:45am	<ul style="list-style-type: none"> BREAK
10:45am – 12:00pm	<ul style="list-style-type: none"> Marley Case Study "How to" Activity: <ul style="list-style-type: none"> Input new student referral into Database Use student documents to guide BrainSTEPS recommendations Complete a <i>BrainSTEPS Brain Injury Support Framework</i> to guide school-based meetings
12:00pm-1:00pm	LUNCH
1:00pm- 1:45pm	<ul style="list-style-type: none"> Concussions & Mental Health in Students <ul style="list-style-type: none"> Guest Presenter, Graham Thomas, The UNTOLD Foundation
1:45pm- 2:00pm	<ul style="list-style-type: none"> BREAK
2:00pm – 2:45pm	<ul style="list-style-type: none"> "Ask the Brainy PA Team Leaders" Panel– Questions/Discussion Pillars of BrainSTEPS - Best Practices & How to Achieve Them Using Your Team <ul style="list-style-type: none"> Dr. Jim Wolf, BrainSTEPS Team Leader Delaware IU#25 Bethany Wilson, BrainSTEPS Team Leader Riverview IU#6 Jean Miksch, BrainSTEPS Team Leader Montgomery County IU#23
3:00pm-3:30pm	<ul style="list-style-type: none"> Update Team Goals Spring 2018 & Establish New Team Goals for Fall 2018 Input Team Best Practice Review Updates in Database Wrap up