**AIM-ECD: Direct Assessment**

**Observation Checklist- January 2022**

**Procedure:** Enumerators in training will administer the complete Direct Assessment (DA) to a child between the ages of 4 and 6. A trained person (either the DA trainer or a supervisor/team leader) will evaluate the administration using the following checklist. This process may be done remotely (for example, a videotape of the administration can be sent to a trained person to evaluate).

Enumerators should demonstrate their ability to successfully administer the DA by receiving all “Yes” responses on the checklist. If the enumerator does not pass the checklist (does not score all “Yes”), they should be counseled on the areas for improvement and allowed another administration for observation. If the enumerator does not get at least 16/19 items as “Yes” on the second attempt, they should not be certified until attending another training. After passing this checklist and the Enumerator Quiz, enumerators are reliable and ready to administer the DA.

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|  | **Yes** | **Needs Improvement** |
| 1. Has materials ready (form, pencil, stimulus pages, objects) |  |  |
| 1. Completes background information on form |  |  |
| 1. Sets up materials and space appropriately (easy to reach, away from child when not being used, organized) |  |  |
| 1. Builds rapport with child |  |  |
| 1. States introduction and assent statement exactly as written |  |  |
| 1. Obtains assent from child (if no assent, discontinues assessment) |  |  |
| 1. Administers test items with minimal mistakes |  |  |
| 1. Does NOT repeat any test items more than once |  |  |
| 1. Records the child’s answers accurately |  |  |
| 1. Provides appropriate prompts |  |  |
| 1. Scores all responses correctly |  |  |
| 1. Administers all test items and in correct order |  |  |
| 1. Uses stop rules correctly, when needed |  |  |
| 1. Speaks clearly and in an unhurried way |  |  |
| 1. Provides neutral praise |  |  |
| 1. Keeps child on task |  |  |
| 1. Administers Practice items correctly (provides feedback and checks for understanding) |  |  |
| 1. Thanks child at the end of the assessment |  |  |
| 1. Does not tell child if he/she is correct/incorrect (except in practice items) |  |  |