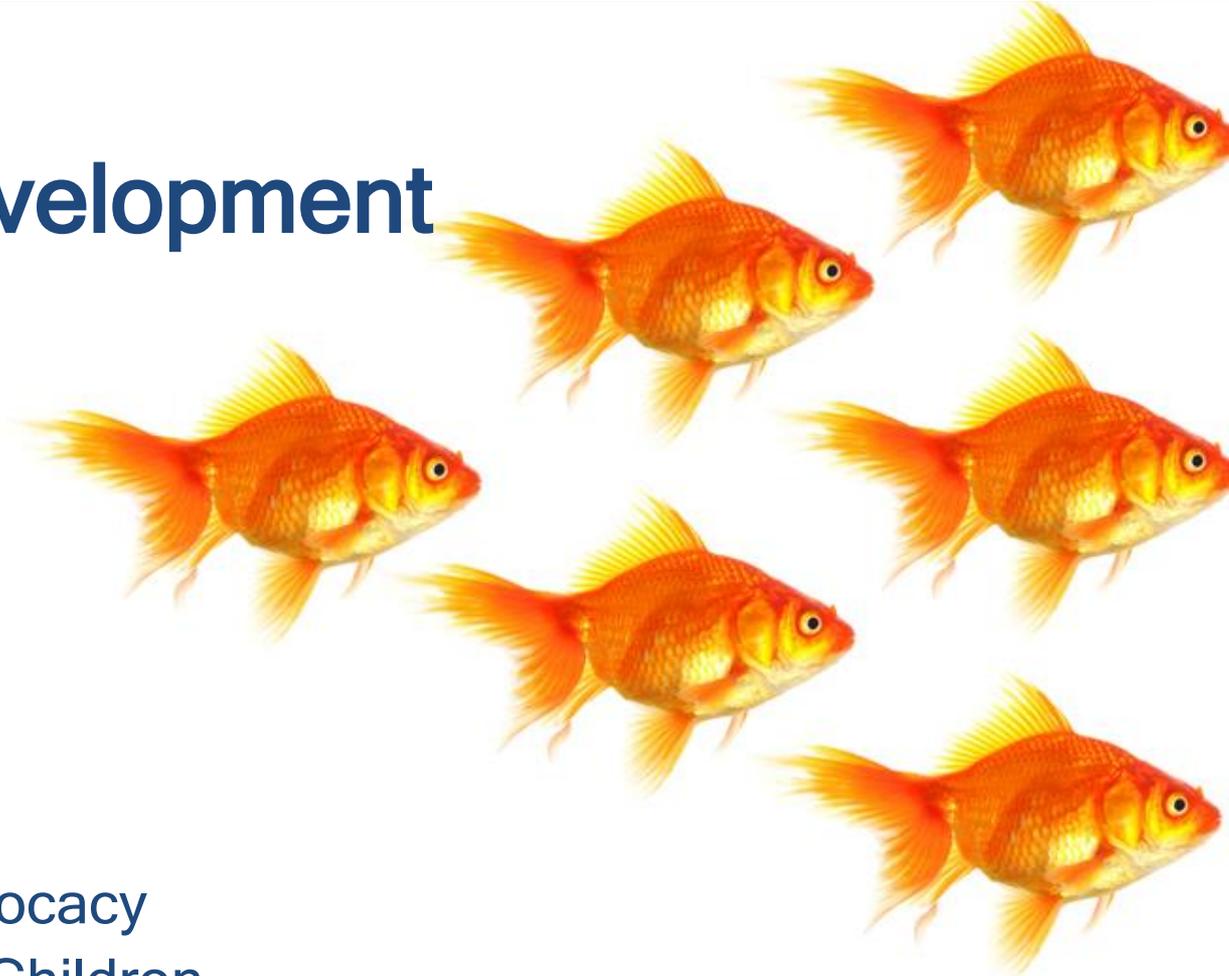


Early Childhood Personnel Center
Cross-Cohort Leadership Institute
Avon, CT
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Policy Development



Deborah A. Ziegler
Director, Policy and Advocacy
Council for Exceptional Children

Agenda

1

Policy Definition

2

Policy – Early Intervention/Special Education Connection

3

Role of Professionals

4

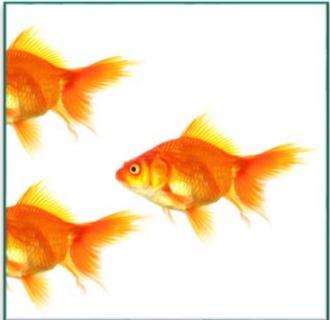
Policy Process

5

Interactive Activity – Policy and Comprehensive System of Personnel Development

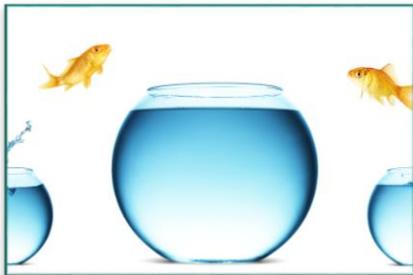
What is Policy?

Law, regulation, procedure, administrative action, incentive or voluntary practice of governments and other institutions.



The Policy - Early Intervention/Special Education Connection

Advancement and implementation of EI/ECSE law, regulations or voluntary practices that influence systems development, organizational change, and individual behavior to promote improvements.



Policy and Role of Professionals

1

Conducting policy – relevant research.

2

Communicating findings in a manner that facilitates action.

3

Developing partnerships.

4

Encouraging the efficient use of resources through the promotion of policies based on science.

Policy Process



Domain I - Problem Identification

Clarify and frame the problem or issue in terms of the effect on population.

- Collect, summarize, and interpret information relevant to a problem or issue. (e.g., nature of the problem, causes of the problem)
- Define the characteristics (e.g., frequency, severity, scope, economic and budgetary impacts) of the problem or issue.
- Identify gaps in the data.
- Frame the problem or issue in a way that lends itself to potential policy solutions.

Potential Role: Collect and analyze data and information related to the problem or issue; synthesize historical context around problem or issue.

Domain II - Policy Analysis

Identify different policy options to address the problem/issue and use quantitative and qualitative methods to evaluate and the policy options to determine the most effective, efficient, and feasible option.

- Research and identify policy options.
- Describe: a) how the policy will impact EI/ESPE System, b) the costs to implement the policy and how the costs compare with the benefits (economic and budgetary impacts) and c) the political and operational factors associated with adoption and implementation. (feasibility)
- Assess and prioritize policy options.

Potential Role: Review literature and conduct an environmental scan to identify and describe policy options; assess policy options according to impact, feasibility, and economic and budgetary impacts; model potential economic and budgetary impacts of policies; identify evidence-based policy solutions and gaps in the evidence base.

Domain III - Strategy and Policy Development

Identify the strategy for getting the policy adopted and how the policy will operate.

- Identify how the policy will operate and what is needed for policy enactment and implementation. (e.g., understand jurisdictional context and identify information and capacity needs)
- Define strategy for engaging stakeholders and policy actors.
- Possibly draft the policy. (law, regulation, procedures, actions, etc.)

Potential Role: Provide science and evidence to inform policy development; draft federal guidelines, regulations, standards, and organizational policies.

Domain IV - Policy Enactment

Follow internal or external procedures for getting policy enacted or passed.

- Enact law, regulation, procedure, administrative action, incentive, or voluntary practice.

Potential Role: Monitor policy enactment by others, enact regulation, publish guidelines and recommendations, enact procedures, administrative actions, incentives and voluntary practices.

Domain V - Policy Implementation

Translate the enacted policy into action, monitor uptake, and ensure full implementation.

- Translate policy into operational practice and define implementation standards.
- Implement regulations, guidelines, recommendations, directives and organizational policies.
- Identify indicators and metrics to evaluate implementation and impact of the policy.
- Coordinate resources and build capacity of personnel to implement policy.
- Assess implementation and ensure compliance with policy.
- Support post-implementation sustainability of policy.

Potential Role: Build capacity of states, territories, tribes, and communities to implement policy (e.g., education, training, technical assistance, guidance); support post-implementation sustainability of policy (e.g., continued educational efforts).

Overarching Domain I - Stakeholder Engagement and Education

Identify and connect with decision-makers, partners, those affected by the policy, and the general public.

- Identify key stakeholders, including supporters and opponents. (e.g., community members, decision-makers, nonprofit, and for-profit agencies)
- Assess relevant characteristics. (e.g., knowledge, attitudes, needs)
- Implement communication strategies and deliver relevant messages and materials
- Solicit input and gather feedback.

Potential Role: Identify and engage relevant individuals and organizations throughout the process (e.g., provide information and education on the state of the science); assess needs and gather information throughout the process (e.g., understand how a problem is defined, identify barriers and solutions to policy implementation or enforcement).

Overarching Domain II - Evaluation

Formally assess the appropriate steps of the policy cycle, including the impact and outcomes of the policy.

- Define evaluation needs, purpose, and intended uses and users.
- Conduct evaluation of prioritized evaluation questions. (e.g., was the problem defined in a way that prioritized action, how were stakeholders engaged, is the policy being implemented as intended, what is the impact of the policy)
- Disseminate evaluation results and facilitate use.

Potential Role: Evaluate the process, impact, and outcomes of the policy; build the capacity of others to evaluate policy (e.g., training and technical assistance); use evaluation results to inform the evidence base.

Interactive Activity - Comprehensive System of Personnel Development (CSPD)

1

Recruitment and Retention

- Strategies to hire and maintain a qualified workforce

2

Personnel Standards

- Discipline specific knowledge, skills and competencies for EC workforce

3

Pre-Service Training

- Formal programs of study at an IHE to prepare the EC workforce

4

In-Service Training

- Ongoing learning activities to build and maintain and build the competence of the EC workforce

5

Leadership, Coordination and Sustainability

- Ongoing support of all personnel development activities

Interactive Activity - New Policy Process Worksheet - CSPD

Policy Process Worksheet
Developing New Policy
Comprehensive System of Personnel Development (CSPD)

CSPD Policy Component: _____

(Handout #1 – Choose 1 Component)

CSPD Specific Policy for Analysis: _____

(Handout #1 – Identify a specific policy under component identified above)

Policy for Analysis	Policy Option Source						Policy Option Type Statute, Regulation, guideline, procedure, etc.	Analysis Rating			Strategies	Outcome	Stakeholders		Timelines	
	Level			Branch				Program Impact	Feasibility	Economic & Budgetary			Lead Agency	Team Members Agency	Start	End
	Fed.	State	Local	Jud.	Leg.	Exec.										
Policy 1											1.	1.				
											2.	2.				
											3.	3.				
Policy 2											1.	1.				
											2.	2.				
											3.	3.				
Policy 3											1.	1.				
											2.	2.				
											3.	3.				

Questions?



Contact Information

Deborah A. Ziegler
Director, Policy and Advocacy
Council for Exceptional Children
debz@cec.sped.org