

Dashboard Requirements Checklist

General Dashboard Requirements

- Have a total of **TWENTY** Clinical Events summed across the three dashboards
- Address at least **TWO** different focuses and/or interferences across the three dashboards

Each dashboard must include:

- Anxiety, Depression, Disruptive Behavior Disorder, and/or Trauma**
- At least **FIVE** Clinical Events
- At least **TWO** repeated Standardized Measures with at least **TWO** data points per measure
- At least **ONE** (but highly recommended TWO) Objective Measures
- At least **TWO** Practices delivered

Data- Client Info Page Requirements

- Case ID
 - Does not contain PHI (no real names or initials)
 - Sensitive
- Date of Birth is **BLANK**
- Age (in years) is indicated
- Gender is indicated
- Ethnicity is indicated
- Target Area(s)
 - Focus is labeled "Focus" or "F"
 - Interference (if applicable) is labeled "Interference" or "I"
 - Focus and/or Interference includes Anxiety, Depression, DBD, and/or Trauma**

Notes Page Requirements

- Contains PWEBS search for Focus and (if PWEBS searchable) Interference
 - Focus and Interference are labeled
- Measures are defined
 - Definition: Brief description of what is being measured
 - Goal of Measure is indicated
 - Frequency collected is indicated
 - Desired direction is indicated
 - Who is tracking is indicated
- Clinic Setting is indicated (i.e., school, clinic, residential, etc.)
- Clinical notes to help explain discrepancies in dashboard are present (not necessary for every dashboard)

Data- Progress Page Requirements

- Name of measure corresponds with name on notes pages (e.g., the measure in the blue column on the data progress page matches the measure in the blue column on the notes page)
- Display on Scale: Large numbers LEFT; small numbers RIGHT
- Dates are chronological
 - Years are correct
- The data points do NOT contain symbols (e.g., "%") or words

Data- Practices Page Requirements

- Dates on Data-Practices page match dates on data progress page
 - DO NOT COPY PASTE: manually input all dates!
- Dates are chronological
 - Years are correct
- Practices are never indicated with "NO"; only select "yes" for practices completed
- Engagement with Child and Rapport/Relationship Building practices are only indicated in first 1-2 sessions
- If anxiety case: exposure is indicated
 - If exposure not completed, indicate reason on Notes page
- Only practices completed fully in session are indicated with "yes"
 - Maximum practices per session ~3

Presentations-Results Page Requirements

- Data Client Info present at top of page
- Lines on data progress graph are visible for each measure
- Lines on data progress graph match the data on the data progress page
 - If a data progress line appears straight along bottom of graph, switch the display on scale (found on Data-Progress page) to show the slope
- Data-Practices chart matches Data-Practices page