

# Check-In Check-Out Fidelity Checklist

Source: *Horner, Todd, Filter, McKenna, Benedict & Hawken (2004)*

**School:**

**Date:**

**Student:**

Table 1: For each CICO component record the fidelity status

<b>Check-In Check-Out Component</b>	<b>Status</b>		
1. Student checked in with a designated staff member before school started	Yes	No	Not Observed
2. Check-in staff person positively acknowledged student at check-in, gave student a daily progress report, and ensured that the student had materials needed for first class	Yes	No	Not Observed
3. Student gave daily progress report to each teacher at the beginning of designated class periods	Yes	No	Not Observed
4. Teacher positively acknowledged student when given daily progress report	Yes	No	Not Observed
5. Teachers provided contingent feedback at end of class period	Yes	No	Not Observed
6. Student checked out with designated staff member at the end of the day	Yes	No	Not Observed
7. Student took daily report home to get parent signature	Yes	No	Not Observed
8. Student CICO points are recorded daily	Yes	No	Not Observed
9. Student CICO data is reviewed by the school behavior support team at least every two weeks	Yes	No	Not Observed
10. Process in place for CICO to be (a) faded to self-management if CICO is effective, or (b) linked to function-based support if CICO is not effective	Yes	No	Not Observed