

CHECKLIST FOR LEARNING A RESEARCH RELIABLE BAYLEY 4 AND SUBMITTING CERTIFICATION VIDEO

Check off tasks below	TASKS FOR TRAINING
	1. Request from supervisor or allot time in your schedule to devote to the training process (it can be time intensive)
	2. Attend or thoroughly view the training webinars from 1/21 and 1/28
	3. Watch administration video completed by Vicki Watson; read through her self-assessment (in real time—as you watch the video) and review Gold Standard Consensus document
	4. Familiarize yourself with test kit, toys, forms, and scoring; Organize your test kit (see photos from trainings 1/21 and 1/28 PowerPoint)
	5. Make an administration template as discussed in the training, using a marked-up Bayley booklet or index cards
	6. Practice on your own –starting with start point K (and at least some familiarity with lower start point) until end of test
	7. Role play with a colleague, friend, or family member
	8. Practice with toddler/preschool-aged child/children
	9. Video your practice/role play sessions and look for errors by comparing to the manual
	10. Once you are comfortable with test , make a video of your administration with a child whose age is in the study window (+/- 3-4 months)
	11. Calculate scores. Score again, double checking your addition and your use of tables for errors.
	12. Make sure video shows child, materials, and examiner/examiner's hands and check audio quality
	13. Watch your own video, find any errors, and write thorough self-assessment using designated self-assessment form.
	14. Submit to Box Folder the following:
	<ul style="list-style-type: none"> • Video
	<ul style="list-style-type: none"> • Scan of de-identified Bayley booklet (pages that were used and front page with child age and scores)
	<ul style="list-style-type: none"> • Self-Assessment Form with detailed written self-assessment

NOTE:

1. Please do not submit a video until you have practiced and are likely reliable in administering the Bayley-4. Videos containing excessive errors or that show evidence of lack of familiarity or practice will not be fully reviewed and another video will be requested.

2. Do not complete Bayley with any study patients until Bayley certification notice is received.

If you have questions, email us at Katie Gustafson katie.gustafson@duke.edu or Vicki Watson vwatson@wihri.org