

Tier III Problem Solving Team Checklist – Follow-Up Version

School Name: _____ Florida or District Student ID: _____

Date: _____

Directions: Prior to the Problem Solving Team meeting, please indicate whether the personnel identified in items 1-9 were present or absent at the meeting. For items 10-15, please indicate whether the critical components of problem solving/Response to Intervention identified was present or absent during the meeting. This form should only be used for individual student focused follow-up problem solving sessions.

Critical Component	Present	Absent	Evidence/Notes
Personnel Present			
1. Administrator			
2. Classroom Teacher			
3. Parent			
4. Data Coach			
5. Instructional Support (e.g., Reading Coach)			
6. Special Education Teacher			
7. Facilitator			
8. Recorder (i.e., Notetaker)			
9. Timekeeper			
Program Evaluation/RtI			
10. Progress monitoring data were presented graphically			
11. Documentation of implementation of the intervention plan was presented			
12. A decision regarding good, questionable, or poor RtI was made			
13. A decision to continue, modify, or terminate the intervention plan was made			
14. A decision to continue, modify, or terminate the intervention support plan was made			
15. A follow-up meeting was scheduled			

Additional comments: