



Thomas Jefferson University
Teaching and Learning Collaborative
130 South 9th Street, 6th floor
Philadelphia, PA 19107
215.503.4020 or teaching.collaborative@jefferson.edu
Website: <http://jeffline.jefferson.edu/cfsrp/tlc/>

Foundations of Early Intervention in Philadelphia

Video Assignment Instructions

- As soon as you can or within the first 90 days after you begin working in the Philadelphia Infant Toddler Early Intervention program, film 20-30 minutes of a typical session for your first video. You may use whatever is easiest to film: your phone, computer, or a camera. You may borrow a camera from TLC if you do not have one (contact teaching.collaborative@jefferson.edu to secure a camera).
- Ensure the family/families complete(s) the release form on the next page.
- Set-up:
 - a. Stabilize the camera. You or a family member should not be holding the camera. Ensure bright light is behind the camera (do not direct the lens toward a window). Check your video to confirm it is recording and the sound is audible.
- Once complete, copy your video to a CD or a USB (we prefer this format). Make sure the video works before submitting it (test your video on the USB, CD).
- You may provide the family with a copy of the video.
- Be sure to bring pre video and signed consent form to the first workshop. If you do not have the first video by the first workshop, you must cancel your registration for the workshop and register for another Foundations course.
- Be sure to bring post video and signed consent form to the third workshop. You only need one signed consent form if both your pre and post video is of the same family.



Release Form
Audiotape, Photographs, Videotape or Film

Name of Person Enrolled in Professional Development Program: _____

Child's Name: _____

Parent's Name: _____

Family Address
(Street, City, State, Zip): _____

Family Telephone #: _____

Description of Audiotape, Photography, Videotape or Film

A videotape example of the child and family carrying out a typical family routine or family activity, at home or in a community setting OR an example of an IFSP meeting OR a video recording of a family EI home visit.

I hereby agree and consent to be audiotaped, photographed, videotaped or filmed in my home or a location of my choosing in the community (e.g., someone else's house, park, playground, library, child care setting) as part of an assignment that _____ is completing in order to meet Office of Child Development and Early Learning (OCDEL) requirements for working within early intervention.

I have been told that these recorded materials will be used for educational, monitoring, or regulatory purposes and that I will be provided with a copy of the tape to keep. A second copy of the tape will be viewed and retained by the Philadelphia Teaching and Learning Collaborative (TLC) and may be shared with program analysts in Department of Behavioral Health and Intellectual disAbility Services (DBHIDS). I permit TLC to use this tape in future training activities in the education of early intervention professionals. TLC will do their best not to associate the name of provider/parent/child with these materials. The videotape already may identify participants by name. However, TLC will not provide any identifying information about participants that is not already in existence on the videotape.

I waive all claims for any compensation for this agreement herein. I have been told that I will receive a copy of this release form.

Parents: _____

Printed name of Child: _____

Signature of Parent/Next of Kin/Child's Surrogate Date

If you do not give permission for TLC to use the tape for future training opportunities, please check here:

Persons Enrolled in Professional Development Program:

Signature of Person Enrolled in Training Date

If you do not give permission for TLC to use the tape for future training opportunities, please check here: