Telepractice
Pre-Session Checklist

Session Preparation

☐ Review Session Plan
☐ Compile materials for routines and activities
☐ Make notes of any observations from the week or questions about hearing status
☐ Prepare session environment/s (set up toys, books, routines)
☐ Have session materials ready to use in sequence (sound check, song bucket, books)
☐ With your child, select something of high interest that they might share during the session

Home Environment

☐ Reduce background noise (turn off TV’s, appliances, close doors to adjoining rooms)
☐ Make sure other household members know not to disturb you
☐ Reduce or remove common physical or visual distractions (phones, noisy toys)
☐ Identify where you and your child will sit (high chair, table, floor)

Technology Check

☐ Computer, laptop or tablet is fully charged or plugged in
☐ External webcam/microphone is plugged in and recognized by computer
☐ Connection software is updated
☐ No other programs are running on the computer
☐ Bandwidth test completed
☐ No other computers are using bandwidth
☐ Computer, laptop or tablet is in a visible/audible, safe, child-proof place
☐ Monitor or tablet is in position so EI provider can see and hear the interaction and environment

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