



ToothFairy 101 Community Education Kit Pre-, Post- and Follow-Up Test Administration Directions

America's ToothFairy seeks your assistance in administering and collecting data from your ToothFairy 101 Community Education Kit (Kit) group learning opportunities. We hope you find the Kit to be a valuable tool to use in any community and/or school setting for the 2015-16 School Year and beyond.

In return for receiving your **free** Kit, America's ToothFairy asks you to agree to conduct Pre-, Post- and Follow-Up Tests on the 5 Core Lessons (titled Lesson Packet). There are specific criteria for administering these lessons and collection of all testing data will occur four different times in the year (see timeline at bottom of page).

Kit Lesson Delivery:

The Kit is designed for delivery in short (15-20 minute) sessions to the same group of youth in multiple sessions. For example, you would do Brushing and Flossing in one lesson, but you may wait a week to do Hand Washing and another week to do Germ Transmission and Nutrition. You may also decide to do the 5 Core Lessons in five single sessions. To assist in the delivery, the 5 Core Lessons are set aside, as they are the most used in Kit delivery.

We understand many Kit users do not have the ability to meet with the same youth over and over again, but our ability to test the Kit's impact must be measured and must be measured using the method for which the Kit was designed.

Testing Instructions:

If you are doing **a single, one-time lesson** using the Kit, **you do not need to conduct any testing**, as knowledge and/or behavioral change measurement is limited when the Kit is used in this manner.

If you are conducting multiple sessions (at least 2) covering the 5 Core Lessons, conduct the Pre-, Post- and Follow-Up Tests using the following methodology:

1. Choose the correct test for the phase of delivery:
 - a. **Pre-Test** is before delivery of lessons.

- b. **Post-Test** is after all lessons have been completed (in multiple sessions).
 - c. **Follow-Up Test** only occurs if you have access to the same group 30-60 days after your last contact/lesson with them.
- 2. **Before any of the lessons are provided**, administer the **Pre-Test** appropriate for your age group. The tests are broken down by age as follows:
 - A. Elementary: Ages Pre-K-3rd Grade
 - B. Upper Elementary: 4th-5th Grades
 - C. Middle & High School: 6th-12th Grades
 - D. Adult: 18+ where adults are the targeted audience (do not test parents that witness the delivery, but were not the target audience)
- 3. **For all youth**, except those in the Elementary Group when the “Raise Your Hand” method is used, **ask them to write their first name only on the test.**
- 4. **If you are working with a young Elementary group**, you may conduct your tests using a “Raise Your Hand” method. It should be conducted in the following manner:
 - A. Ask all youth to spread out so they are not too close to their neighbor.
 - B. Ask all youth to cover their eyes or put their head on the desk.
 - C. Ask all youth to raise their hand when you read the correct answer.
 - D. Record the group answer on the Elementary Test Reporting Form.
- 5. **Once all lessons are completed**, administer the **Post-Test** using the same format as you did in the Pre-Test administration. **Ask all youth to put their first name only on the test**, so that you can match them when you report your data.
 - a. **Please note if you are teaching multiple lessons over several days, you will administer the post-test only on the last day when you have completed the last lesson.**
- 6. **Follow-Up Tests** are conducted if you have access to the same group of youth **30-60 days after your last core lesson delivery**. Conduct the Follow-Up Test in the exact same manner as you did your Pre- and Post-Test.

Reporting Test Results to America’s ToothFairy

Return all completed tests to America’s ToothFairy. You can either scan and email the tests to us at youth@ncohf.org or you can copy and mail them to America’s ToothFairy, 4108 Park Road, Suite 300, Charlotte, NC 28209, Attn: Shannon Weatherly

Tests are collected a minimum of four times a year, but you may send them in as often as you would like to do so. Collection dates are:

- A. September 30
- B. December 30
- C. April 30
- D. June 30

Returning the Kit:

The community education kit is a valuable resource, and we have a limited number to share with our partners. Therefore, we ask that if for any reason, you are no longer using your Community Education Kit, that you return it to America's ToothFairy. If you are in an Oral Health Zone, you may contact the OHZ manager to return (visit <http://www.ncohf.org/our-programs/oral-health-zone> to see if there is a OHZ in your area and to contact the manager) or you can ship the Kit back to America's ToothFairy. Shipping is not paid by America's ToothFairy and is at the educator or organization's expense. **Please ship to: America's ToothFairy, 4108 Park Road, Suite 300, Charlotte, NC 28209, Attn: Shannon Weatherly**

We greatly appreciate your participation in our data collection process and for being a leader in learning for children and youth. Please note that data collection through Pre and Post testing is vital to our organization's success and continued reach. We envision a day when every child has equal access to the oral healthcare and oral health literacy they deserve.