

**ASSESSING CHILD GROWTH USING BODY MASS INDEX (BMI)-FOR-AGE
GROWTH CHARTS
TRAINING MODULE USER GUIDE**

USER GUIDE

Presenting the Training

The PowerPoint presentation in this module includes detailed talking points and background information to guide you. As you may give this training to a variety of health professionals involved in performing components of the CHDP exam, you may tailor your presentation to fit the needs of your audience. This presentation is designed to be presented as a stand-alone workshop or combined with other training modules such as **Accurate Weighing and Measuring** or **Using the World Health Organization Growth Charts**. Suggestions for slide timing for a one-hour training are listed in **Table 1** (page 3). If you present a thirty-minute training, it is suggested to omit the Practice Time (slides 30 through 45). Encourage participants to work through the practice case studies on their own following the training.

Training Module Packets

This training introduces essential clinical tools for using the BMI-for-age growth charts.

For successful hands-on learning, print and assemble a complete training packet for each participant including presentation handouts, tools, practice worksheets, and other resources. Assemble extra packets for walk-ins. Print the following documents and place them in folders:

- *Assessing Child Growth Using Body Mass Index (BMI)-for-Age Growth Charts* handouts
- *Growth Chart Plotting Tool* (transparency)
- *Practice Session Growth Chart* worksheet
- *Practice Session PM 160* worksheet
- *Growth Assessment Resources* handout
- *Body Mass Index (BMI)-for-Age Percentile Job Aid (PIN No. 08-02)*
Obtaining and Recording Body Mass Index-for-Age Percentile on the Confidential Screening/Billing Report (PM 160)
- *Training Evaluation* form
- *CDC Clinical Growth Charts* sample set
- *References* handout

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Customize and print labels for the training packet cover and inside pockets using the following:

- Training packet cover label sample (for front cover of training packet)
- Table of Contents pocket label sample (for inside pockets of training packet)

Customize the following documents and print as needed:

- Attendance sheet
- Certificate of Attendance for training participants

Include a BMI calculation wheel in each packet if possible. If these are unavailable, have BMI wheels and pocket calculators available for the demonstration and practice time. You may include additional materials such as local weight management resource, physical activity resources, or your county's CHDP materials order form. Enter the titles of additional handouts on the Table of Contents labels. See **Table 2** on page 4 for the **Training Material Printing and Packet Assembly Guide**.

Speaker Tips

You may find it helpful to print copies of the notes pages and place them in a ring binder for your reference while speaking. During your introduction to the presentation, review the contents of the training packet with participants. Suggestions for when to use each handout or worksheet are listed in italics at the bottom of the relevant slide notes pages.

Compatibility

You may need to customize the presentation to adapt the slides for viewing on your computer, laptop, or with a projector. Font sizes and charts may need to be adjusted. Animations have been included for selected slides. These may be modified or disabled to meet your needs.

Running the Presentation

When using a laptop and projector, you may need to adjust the screen display area if the entire viewing area of the slide is not visible. For the best image quality, set the resolution of the presentation and the computer so that they are compatible with your projector by following these steps:

- On the **Slide Show** menu, select **Set Up Show**.
- In the box marked **Performance**, select the appropriate resolution for your projector in the **Slide show resolution** drop-down list. Refer to your projector manual for the appropriate resolution setting for your projector model. If you cannot find this information, or if you are unsure, most projectors support a resolution of 800 x 600 pixels.

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- If the only choice in the **Slide show resolution list** is **Use Current Resolution**, this indicates that your computer display is set to a resolution of 640 x 480 pixels. To access additional choices, increase your screen resolution in Windows by right-clicking the desktop, selecting **Properties** on the shortcut menu, and then choosing the desired resolution in the **Display Properties** dialog box.
- Select **OK**.

TABLE 1: SUGGESTIONS FOR SLIDE TIMING FOR ONE-HOUR PRESENTATION*Adjust timing for introduction and background to allow enough time for practice*

<i>Section</i>	<i>Slide</i>	<i>Title</i>	<i>Suggested Timing</i>	
Introduction	1	Assessing Growth Using BMI-for-Age Growth Charts	2 minutes	
	2	Training Objectives		
Background	3	Which Growth Chart Should I Use?	13 minutes	
	4	What Is Body Mass Index?		
	5	Why Use BMI-for-Age?		
	6	Body Mass Index Cutoff Values for Adults		
	7	For Children, BMI Changes with Age		
	8	BMI for Children and Teens		
	9	What is a Percentile?		
	10	CDC Growth Charts		
	11	How to Read and Interpret the Growth Chart		
	12	Adiposity Rebound		
	13	Early Adiposity Rebound		
	14	Early Adiposity Rebound/With and Without Intervention		
	15	Excessive Adiposity Rebound		
Demonstration Chart Carlos Correctly	16	Steps to Plot BMI-for-age	10 minutes	
	17	Step 1: Select Appropriate Growth Chart		
	18	Step 2: Measure Standing Height		
	19	Step 3: Measure Weight		
	20	Step 4A: Determine BMI Value/Calculator		
	21	Step 4A: Determine BMI Value/BMI Calculation Wheel		
	22	Step 4A: Determine BMI Value/Online BMI Calculator		
	23	Step 4A: Determine BMI Value/Online BMI Calculator		
	24	Step 4B: Determine BMI Value/Record on growth chart		
	25	Step 5: Determine BMI-for-Age Percentile		
	26	Step 6: Record BMI Percentile on PM 160		
	27	Step 7A: Determine Weight Category		
	28	Step 7B: Record Abnormal Results		
29	Accurate Measurements Are Critical			
Practice Time* Review Pete	30	Practice Using BMI-for-Age Growth Charts	15 minutes	
	31	Plot Pete Precisely (1) First Steps 1-3	5 minutes	
	32	Plot Pete Precisely (2) Next Step 4		
	33	Plot Pete Precisely (3) Next Step 5		
	34	Plot Pete Precisely (4) Next Step 6		
	35	Plot Pete Precisely (5) Final Step 7		
	Review Liz	36	Let's Look at Liz (1) First Steps 1-3	5 minutes
		37	Let's Look at Liz (2) Next Step 4	
		38	Let's Look at Liz (3) Next Step 5	
		39	Let's Look at Liz (4) Next Step 6	
		40	Let's Look at Liz (5) Final Step 7	
	Review Gabriela	41	Graph Gabriela's Growth (1) First Steps 1-3	5 minutes
		42	Graph Gabriela's Growth (2) Next Step 4	
		43	Graph Gabriela's Growth (3) Next Step 5	
		44	Graph Gabriela's Growth (4) Next Step 6	
45		Graph Gabriela's Growth (5) Final Step 7		
Conclusion/Questions	46	Summary	5 minutes	
	47	Resources and Clinical Tools		
	48	Color-coded BMI Charts		
	49	References		
	50	Image Credits		

****For a 30-minute training, consider hiding slides 30 - 45. Ask participants to work through sample cases on their own.***

TABLE 2: TRAINING MATERIAL PRINTING AND PACKET ASSEMBLY GUIDE

<i>Training packet labels</i>	<i>Instructions</i>
BMI-CoverLabels.doc	<ul style="list-style-type: none"> • Print on 2" x 4" label stock
BMI-PocketLabels.doc	<ul style="list-style-type: none"> • Print on 2" x 4" label stock

<i>Training packet: left-hand pocket items</i>	<i>Instructions</i>
BMI-Presentation.ppt presentation handouts (34 single-sided pages or 17 double-sided pages using format with 3 slides per notes page)	<ul style="list-style-type: none"> • Print B & W double-sided copies on white paper • In the Print dialog box, select: <ul style="list-style-type: none"> ○ Print what: Handouts ○ Handouts: Choose preferred format ○ Color/grayscale: Pure Black and White ○ Check Frame Slides • Select # of copies needed • Select Print
BMI-PlottingTool.pdf (1 single-sided page)	<ul style="list-style-type: none"> • Print on transparency film • Drill or punch a hole in center • Use any utility tool with a sharp point such as: <ul style="list-style-type: none"> ○ 1/16" drill bit ○ Heavy-duty needle ○ Craft knife or blade ○ Ice pick or clay modeling tool
BMI-PracticeCharts.pdf (4 double-sided pages)	<ul style="list-style-type: none"> • Print B & W double-sided copies on color paper <ul style="list-style-type: none"> ○ Carlos/Pete (pages 1-4) Light Blue ○ Liz/Gabriela (pages 5-8) Pastel Pink
BMI-PracticePM160s.pdf (2 double-sided pages)	<ul style="list-style-type: none"> • Print B & W double-sided copies on color paper or color double-sided copies on white paper <ul style="list-style-type: none"> ○ Carlos/Pete (pages 1-2) Buff or white ○ Liz/Gabriela (pages 3-4) Buff or white
BMI-Resources.pdf (2 single-sided pages or 1 double-sided page)	<ul style="list-style-type: none"> • Print B & W double-sided copies on white or color paper

<i>Training packet: right-hand pocket items</i>	<i>Instructions</i>
BMI Calculation Wheel	<ul style="list-style-type: none"> • Position wheel on pocket edge for visibility
BMI-for-Age Percentile Job Aid (2-5 single-sided pages) www.dhcs.ca.gov/services/chdp/Documents/Letters/chdppin0802.pdf	<ul style="list-style-type: none"> • Print color copies on white paper
BMI-TrainingEvaluation.doc (1 single-sided page)	<ul style="list-style-type: none"> • Print B & W single-sided copies on color paper
CDC Clinical Growth Charts Sample Set (4 single-sided pages or 2 double-sided pages) CDC-Boys2-20Wt-Stat.pdf print back-to-back with CDC-Boys2-20BMI.pdf CDC-Girls2-20Wt-Stat.pdf print back-to-back with CDC-Girls2-20BMI.pdf	<ul style="list-style-type: none"> • Consider using high quality bright white paper if samples will be used as masters for copies • Print double-sided copies on white or color paper
BMI-References.pdf (1 single-sided page)	<ul style="list-style-type: none"> • Print single-sided copies on white or color paper

<i>Additional items</i>	<i>Instructions</i>
BMI-Attendance.doc (1 single-sided page)	<ul style="list-style-type: none"> • Print in landscape format on white paper
BMI-Certificate.doc (or .pub) (1 single-sided page)	<ul style="list-style-type: none"> • Print in landscape format on desired paper