

BACB 4th Edition Task List Items

Content Area K: Implementation, Management, and Supervision

Item		Description
K-01	Provide for ongoing documentation of behavioral services.	Continuous documentation of behavioral services is essential. A release of information must be obtained before records may be shared. Records must be kept in a secure location and proper disposal must occur when deemed appropriate (shredding). It is imperative that BCBAs know the HIPAA regulations about secure transmission of records.
K-02	Identify the contingencies governing the behavior of those responsible for carrying out behavior-change procedures and design interventions accordingly.	Different service delivery models can affect rate of progress and treatment goals. It is imperative to know the different models and resources required to implement each one. Understanding the healthcare system and utilizations of models under this branch is needed when billing insurance for services. It is also important to acknowledge that immediate and long-term outcomes of behavior intervention plans can have an impact on the behavior of those delivering the plans, and to develop training and supports that account for those variables.
K-03	Design and use competency-based training for persons who are responsible for carrying out behavioral assessment and behavior-change procedures.	Competency-based training ensures proper skill development because training does not advance unless competence is demonstrated. Two commonly used methods are behavioral skills training (BST) and performance feedback. It is essential that the people carrying out behavioral interventions are competent to implement the procedures.

Item		Description
K-04	Design and use effective performance monitoring and reinforcement systems.	It is essential that BCBA's use systems for effective monitoring of performance and reinforcement programs to promote client progress. This includes identifying strengths and weaknesses as well as barriers to learning, with goals prioritized based on their implications for the clients to live a healthy and productive life, as independently as possible. Measurement systems for tracking progress must be individualized and include quantifiable measures for each goal. Careful monitoring of the effectiveness and appropriateness of reinforcement systems is essential to promote client progress.
K-05	Design and use systems for monitoring procedural integrity.	Procedural drift is an issue in the field of applied behavior analysis. Conducting procedural integrity checks is an essential component ensure accuracy in program development. Oftentimes, procedural integrity is not monitored, leading to lack of progress for the client. Vollmer, Sloman, and St Peter Pipkin (2008) stated treatment integrity drift occurs when "individuals initially perform the skills as prescribed but then drift or alter their behavior from the original protocol. Careful monitoring of observers and those individuals implementing programs combined with periodic booster trainings sessions may help to prevent drift from occurring" (p. 7). It is imperative that behavior analysts learn to conduct regular checks to monitor procedural integrity.

Item		Description
K-06	Provide supervision for behavior-change agents.	Behavior analysis is often an indirect service in which the behavior analyst creates plans that others implement. Behavior analysts must supervise the people implementing the plans and train them in the procedures. Behavior analysts should ensure the agents are competent in the skill by using behavioral skills training (BST), performance feedback, and observation of the procedures with clients. Providing constructive feedback is imperative for agents to gain the needed skills.
K-07	Evaluate the effectiveness of the behavioral program.	Evaluation provides the information necessary to examine how well a program is being implemented and to determine whether that program is achieving desired results. With information from regular and well-designed evaluations, clinicians make timely changes to promote client progress. Evaluating the effectiveness of behavioral programs includes ongoing data review, systematic changes to the plan with careful documentation.

Item		Description
K-08	Establish support for behavior-analytic services from direct and indirect consumers.	Support for behavior analytic services from both direct and indirect consumers is an important component to our field, including providing services to the population at large in areas such as developmental disabilities, traumatic brain injury, general education settings, geriatrics, environmental sustainability, and community behavior change. Behavior analysts should make an effort to reach the larger society, especially those in need of services. Additionally, individual behavior change programs can be affected by the interaction between the behavior analyst and the direct and indirect consumers. Consideration of the reinforcers and punishers for behavior analysts and those who implement behavioral programs can help to improve outcomes.
K-09	Secure the support of others to maintain the client's behavioral repertoires in their natural environments.	Securing the support of others to maintain the client's behavioral repertoires in their natural environments is essential to promote generalization and maintenance of skills. Behavior analysis must collaborate with caregivers, community members, and stakeholders who engage with the client, in the development and maintenance of behavioral programs.
K-10	Arrange for the orderly termination of services when they are no longer required.	Arranging for proper termination of services is an important component of ethical applied practice. Having a plan for the criteria for termination as well as how to manage unexpected issues that require termination are essential for the behavior analyst's professional practice.