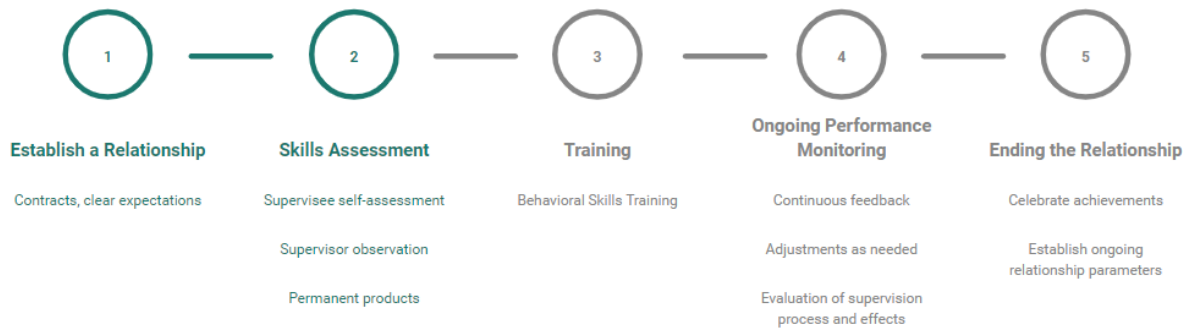


## I Need Unrestricted Hours! Using the Task List to Meet the Increased Required Time

Cheryl Davis, PhD, BCBA-D, LABA  
Dana Reinecke, PhD, BCBA-D, LBA

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### Process and Flow of Supervision



Garza, McGee, Schenk, & Wiskirchen (2018)

### Assessment of Time

Restricted Activities	Unrestricted Activities	Unacceptable Activities
Delivery of therapeutic and instructional procedures	Observation and data collection	Meetings with little behavioral content
	Training staff and caregivers	Non-behavioral interventions
	Conducting assessments	Non-behavioral administrative work
	Meeting with clients	Non-behavioral trainings
	Behavior-analytic assessment	Non-behavioral assessments
	Data graphing and analysis	
	Researching literature	
	Writing/revising programs	

Language taken from Behavior Analyst Certification Board (2018). BCBA/BCaBA Experience Standards.

[https://www.bacb.com/wp-content/uploads/BACB\\_Experience-Standards\\_190213.pdf](https://www.bacb.com/wp-content/uploads/BACB_Experience-Standards_190213.pdf)

## Sample Unrestricted Activities

### Observation and data collection

- Conduct IOA on client program(s), compare results, retrain staff or refine data collection system
- Conduct treatment integrity checks across staff and/or parents
- Observe client and take ABC data
- Use varied data collection methods for the same target behavior, summarize results and compare to true values
- Design data sheets, including operational definitions, directions for use, explanation of measurement system
- Create time sampling data collection system, take baseline data, summarize results, determine appropriate interval, train staff on system
- Graph ongoing data, interpret results and present to staff, parent/guardian, professional staff both written and orally
- Summarize trials to criterion data to determine skill acquisition rate, present to staff, parent/guardian, professional staff both written and orally

### Training staff and caregivers

- Review relevant literature on caregiver staff/training
- Review BST literature and develop plan to implement
- Review performance feedback literature
- Develop a hands-on training using BST and performance feedback for staff/caregivers
- Develop and deliver a formal presentation and materials on a selected topic
- Conduct IOA on client program(s), compare results, retrain staff/caregiver or refine programming
- Conduct treatment integrity checks across staff/caregiver and deliver feedback

### Conducting assessments related to the need for behavioral intervention

- Case/record review
- Conduct formal and informal skill assessments
- Parent/teacher/caregiver interview
- Observe client in natural setting
- Review current programming
- Summarize assessment results in written report
- Present findings to stakeholders
- Review literature for interventions to target identified skills

### **Meeting with clients about behavior-analytic programming and services**

- State intervention goals in observable and measurable terms that are understandable to the client/stakeholders
- Interview stakeholders to determine priorities for goals
- Conduct relevant assessments and review results with client/stakeholders
- Use assessments to determine needs for service and make recommendations
- Identify potential interventions based on assessment results and the best available scientific evidence
- Discuss the risks and benefits of interventions with clients/stakeholders
- Recommend intervention goals and strategies based on such factors as client preferences, supporting environments, risks, constraints, and social validity
- Make data-based decisions about the effectiveness of the intervention and the need for treatment revision

### **Conducting behavior-analytic assessments**

- Review the literature about the assessment procedure/tool
- Functional behavior assessment
- Functional analyses
- Stimulus preference assessments
- Research appropriate assessment tools
- Identify assessment tools and learn how to implement them
- Skills based assessments
- Social skills assessments
- Adaptive living skills assessments
- Summarize results in written format
- Make recommendations based on results, consultation, research
- Present results to client/guardian, staff, colleagues

### **Data graphing and analysis**

- Review literature about graphing and analysis
- Learn graphing software program to use for client data
- Review current data and determine best visual analysis display method
- Develop graph(s) of client data
- Summarize results and suggest next steps
- Present findings to stakeholders

**Motivating operations**

- Identify existing intentional or unintentional motivating operations
- Determine ways to take advantage of existing motivating operations to support behavior change
- Determine ways to contrive motivating operations if needed
- Take data on behavior change with MOs in effect
- Summarize results
- Present finding to stakeholders

**Verbal operants**

- Identify a client with some verbal operants that are strong and intact
- Determine which verbal operants are weak or missing
- Develop a program to address weak or missing verbal operants
- Take data on behavior change with MOs in effect
- Summarize results
- Present finding to stakeholders

**Time sampling**

- Collecting data on client behavior using appropriate time-sampling method (PIR, WIR, MTS) at 5-second intervals
- Sum data according to varying intervals (5s, 10s, 15s, 30s, 1 min, etc.)
- Determine most appropriate/accurate interval length
- Take data on same interval using another time-sampling method
- Collect data and compare results to original interval
- Summarize data
- Graph results
- Review with stakeholders

**Summary Feedback**

<b>Supervisor to supervisee feedback</b>	<b>Satisfactory</b>	<b>Needs Improvement</b>	<b>Unsatisfactory</b>
Supervisee demonstrated understanding of feedback by changing or adjusting behavior and/or by restating feedback			
Supervisee completed activities in a timely fashion			
Supervisee asked for help or clarification as needed			
All work was professionally presented			
Is the supervisee ready to do this task independently, and if not, what further training/activities need to be conducted?			
Other comments and next steps:			
<b>Supervisee to supervisor feedback</b>	<b>Satisfactory</b>	<b>Needs Improvement</b>	<b>Unsatisfactory</b>
I was prepared to do this activity by meeting the pre-requisites			
My supervisor provided clear instructions			
My supervisor responded to questions in a timely, thorough way			
My supervisor provided positive and constructive feedback			
Was this activity useful in your training as a behavior analyst?			
Other comments and next steps:			