# Best Practice Standards in Behavioral Support Services

## QUALITY REVIEW CHECKLIST

## HOW TO USE THIS RESOURCE

These checklists were developed to give Administrative Entities and Supports Coordination Organizations guidance that would demonstrate the Office of Developmental Program's Behavioral Support Services following the Best Practice Standards in Behavioral Support. These questions provide a framework for monitoring processes to ensure provision of quality Behavioral Support. It is the responsibility of the BSS provider to effectively demonstrate these rationale criteria have been met. Note that supporting documentation will be individualized to the person and may look different (e.g., data sheets submitted should be tailored to the person and situation).

# Functional Behavioral Assessment (FBA)

## Is there documentation of an FBA for each targeted behavior?

RATIONALE:  Ensures that all targeted behavior(s) (behaviors that were identified as potentially needing a Behavioral Support Plan) have been assessed and there is a well-developed hypothesis for the function (s) of each behavior. This allows teams to understand the context that challenging behavior occurs in and what the person is trying to communicate, obtain or avoid when they are engaging in each specific challenging behavior.

## Are the targeted behavior(s) defined in measurable and observable terms?

RATIONALE:  Ensures that the behavior(s) that are targeted are overt and observable in the context in which challenging behavior typically occurs. This allows for consistency when developing strategies in the BSP and fidelity or adherence to the plan when training supporters to implement the BSP.

## Is there evidence of direct data collection in the settings / situations where target behavior(s) have historically occurred?

RATIONALE:  Ensures that the FBA report includes objective information supporting the behavioral hypothesis. Many  FBAs only include indirect data sources, but quality FBAs require direct observation and data collection to make an informed hypothesis.

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## Does the FBA data support the behavioral hypothesis?

RATIONALE:  Ensures that a) the hypothesis is grounded in and consistent with the data collected, b) the baseline is identified to compare to ongoing data collection, and c) the decisions around the BSP development and suggested strategies are grounded in data.

# Behavioral Support Plan (BSP)

## Is there a summary of the FBA process for each behavior included in the BSP?

RATIONALE:  Ensures that every behavior targeted for BSS has been appropriately assessed and that the BSP has been informed by a comprehensive assessment.

## Are the strategies person-centered and least restrictive?

RATIONALE:  Ensures that the BSP focuses on outcomes that are meaningful to the person, not focused on compliance-driven outcomes, and not focused on convenience for supporters. This includes ensuring the BSP is trauma informed.

## Does the BSP include teaching adaptive skills?

RATIONALE:  Ensures that the BSP focuses on teaching adaptive skills to decrease the need for the person to utilize more challenging behavior(s). This should include what skills to teach and how to teach them.

## Does the BSP include antecedent strategies that describe how the team can prevent or minimize the conditions under which targeted behavior typically occur?

RATIONALE:  Ensures that the BSP is proactive. Antecedent strategies describe the proactive ways that the environment can be modified so that the person will not need to resort to challenging behaviors. The expectation should not be that the person changes but that the environment will change. These include strategies to: a) remove/reduce identified antecedents to the behavior of concern, b) make the behavior unnecessary in specific situations, and c) assist with the performance of the replacement behavior using cues and/or prompts.

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## Does the BSP include consequence strategies that describe how the team should respond to both desired and challenging behaviors?

RATIONALE:  Ensures that supporters identify consequence strategies that describe how supporters members should respond to a variety of behaviors that may occur in a historically challenging environment. These strategies should include how to respond to challenging behavior AND new, learned behaviors like replacement behaviors that allow the person to achieve the function described in the FBA in a more appropriate way or like alternative behaviors such as coping skills that allow the person to cope with the challenges of the environment without having to utilize challenging or replacement behaviors.

## If the person has a dual-diagnosis, is there evidence that the BSP includes recommendations from the multi-disciplinary team?

RATIONALE:  Ensures that the BSP has been developed collaboratively with other professional(s) who may be integral to providing holistic treatment (e.g., a psychiatrist may be included to provide medication for a psychiatric condition). The also includes ensuring that the BSP does not contradict any concurrent treatment plans.

# Ongoing Behavioral Support Practices

## Is there evidence that the team has been properly trained on to implement the BSP?

RATIONALE:  Ensures that each person responsible for implementing the plan has been appropriately trained on the BSP by the BS.

## Is there evidence that the team is consistently implementing the BSP?

RATIONALE:  Ensures that each supporter is continuing to implement the BSP as written and trained, consistent with other members on the team, including the Behavioral Specialist.

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## Is there evidence that ongoing data are being collected?

RATIONALE:   Ensures that quantitative data are being collected constantly. Data allow the team to make comparisons to the baseline and is essential for making instructional decisions about what is and is not working in the implementation of the BSP. The data collected should be linked to the goals of the BSP including tracking for challenging behavior(s) and alternative or replacement behavior(s).

## Is there evidence that the BSP is being updated based on the data collection?

RATIONALE:   Ensures that BSP is being updated based on implementation data. If the BSP is working, strategies are focused on generalizing skills and maintaining appropriate behaviors while fading the need for BSS over time. If the BSP is not working, strategies should be modified, the FBA should be updated and any of these changes must be consistent with and informed by the data.

## ACRONYMS

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|---|---|
| Behavioral Specialist | BS |
| Behavioral Support Plan | BSP |
| Behavioral Support Service | BSS |
| Functional Behavioral Assessment | FBA |

**For additional information, please review the
Best Practice Standards in Behavioral Supports**