

Documentation

Proper documentation is an essential component to the behavior change program. Data helps _____ the progress and events that may be affecting programs. Since RBT's spend _____ time with the client, your notes will be a major factor in what the supervisor knows about program efficacy. It is also one of the primary forms of _____ between the therapist and supervisor.

A client can respond in 1 of ____ ways to an SD. Correct (note prompt), incorrect, or ____ response. A prompted response is still _____, just not independent yet.

Session _____ are a permanent record of how each therapy session goes and should include _____ that are reported by parents or can be seen by you that may be affecting the _____. Report any other variables that may be affecting the client like changes in _____ environment, mental health, siblings, illness, medication change, relocation, or change in sleep.

Session notes should be only _____ information, behavioral information, and detailed descriptions of _____ observed. Avoid notes to coworkers, _____ notes, suggestions or opinions on program changes, and subjective descriptions or explanations. Always mark when something out of the _____ occurred.

Interactive Questions

How would you mark the following response? A client was working on receptive language identification. The therapist said "hand me the marker", and the client looked around for it for a few seconds, and then gave it to her.

- A) Correct; no prompt
- B) Correct; verbal prompt
- C) Incorrect
- D) No response

Answer: A. The client did the skill correctly, and there was no prompt use after the SD was given. Therapist gave the SD "hand me the marker" and did not give any hints after that.

Which of the following is the purpose of session notes?

- A) Track client's progress
- B) Source of communication between therapist and supervisor
- C) Note the satisfaction of stakeholders (client's family or people involved)

- D) All of these
- E) A and B only

Answer: D. Session notes will specifically and objectively include the client's behavior progress, and anything the stakeholders do that could affect program efficacy (treatment fidelity) or client satisfaction (social validity). Lastly, session notes are the place where the therapist will communicate with the supervisor about what is going on with the client.

Your supervisor is your main point of contact regarding your client. All questions regarding client's _____, ABA, and technician skills should be directed to them. _____ communication from both therapist and supervisor are essential for _____ success and for a professional and helpful relationship. Communicating with parents and other co-workers regarding clients can be _____, lead to problems, and reduce _____.

RBTs should communicate with their supervisor through session _____, email, phone, or in person. When meeting in person regarding a _____, remember to use the same guidelines as in session notes. Feedback from your supervisor will be _____ as part of the 5% supervisor requirement. This is a good time to express questions/concerns.

During supervision, take advantage of other _____ opportunities and ask about literature, techniques, or how specific programs _____ and why. It is the _____'s responsibility to be aware of their own skills and areas of improvement.

BA's are bound by _____ laws. These prevent us from divulging _____ information without written _____. Only exceptions are neglect, abuse, elder abuse, or potential danger/harm of themselves or others. BA's are _____ reporters, if you suspect abuse, _____ something immediately. Maintain confidentiality after reporting.

Protect client information with _____ locks. Shred when necessary. If you lose your electronic device, _____ your supervisor immediately.

Interactive Questions

What is not a descriptor of session notes?

- A) Objective
- B) Specific

- C) Contextual variables
- D) Suggestions to improve intervention

Answer: D.

Which of the following is not true about client information?

- A) Confidentiality has its limits
- B) Sharing client information with co-workers can be helpful
- C) It's important to debrief with a parent on client progress post session
- D) B and C
- E) All of these

Answer: D. The limits of confidentiality are if the client is going to be harmed or others will be harmed, among other logistical reasons such as billing with insurance or consulting with another professional. Sharing client information with coworkers or their parents is likely unethical and can lead to problems.

Fill in the blanks below for review:

A client can respond to an SD in _____ ways. They are correct, _____, or no response. Prompted responses are _____ and the prompt level should be noted.

Session notes are the primary form of communication between the RBT and _____. Session _____ should include anything that may be affecting the client.

It is the _____ responsibility to be aware of their own skill deficits and things they need help with.

Behavior analysts are _____ reporters. If there is any suspect of abuse, _____ something immediately!

Keep client information protected behind _____ locks. This includes paper and electronic records.

Answers: 3, incorrect, correct, supervisor, notes, RBT's, mandated, say, 2