FBA/BIP User Guide

Creating Functional Behavior Assessments and Behavior Intervention Plans

Services Coope

Version 2.0

What is a Functional Behavioral Assessment?

According to O'Neill, et al (1997), functional behavioral assessment is a "process for gathering information that can be used to maximize the effectiveness and efficiency of a behavior support plan." They note that a comprehensive FBA has five primary components:

- 1. Describes the problem behavior(s) clearly.
- 2. Identifies predictive antecedents for when problem behaviors occur and don't occur.
- 3. Indicates consequences that maintain problem behaviors.
- 4. Collects direct observation data from which to build behavioral hypotheses.
- 5. Develops one or more summary statements or hypotheses for the function of the problem behavior based on the collected data.

Note: Although it can be tempting to have a "meeting of the minds" to put together an FBA by committee in one session, that practice will not produce a sound, meaningful document unless participants have gathered the required data to provide the five components mentioned previously.

Who Should Conduct an FBA?

An FBA, like a BIP, should not be completed in isolation, but rather, should be the product of a team. It should have varied inputs, even if one person ends up compiling the physical document. Those who might write an FBA could include, but would not be limited to, teachers, a school psychologist, a behavior specialist, or any other school personnel who help with behavior planning for a student and understand the philosophy behind, and purposes of, an FBA. That is, staff should be knowledgeable about the fact that an FBA will provide the foundation for a student's behavior support plan.

Using the FBA Form

In the next section, the fields for the latest version of HBM's FBA are walked through in chronological fashion. The purposes of the inputs are defined and include some references to more comprehensive options and tools in the Appendices. Also, a case example follows the diagrammed template, showing how the form might be filled out for a hypothetical student.

Important things to know about these forms. The format of these forms is .PDF, and they are fillable, which means that most of the latest .PDF readers will allow you to enter responses and save them. Adobe Acrobat Reader XI is recommended as the lowest version to consider if you use that product on a desktop or laptop computer, as earlier versions required users to print but not save completed forms. Additionally, as of 1/2015 there are a variety of paid apps available at a nominal fee which allow for filling out these documents on tablets. A couple options include PDF Expert and PDF Reader Pro.

The .PDF format can be helpful because it keeps the look of documents relatively standard across computing platforms. Schools using Apple devices are likely to see the same document as those using PCs. The downside of the standard look and feel is that users have less flexibility to do things such as extend the length of the document and expand fields. Users of these documents will need to write judiciously and concisely.

Note: Many of the fields in these documents will allow users to continue typing characters into fields even after exceeding the limit of what displays on the screen. Unless you stop typing as you reach the end of a field, any characters that are typed beyond the visible parameters will not display for the readers.

1. Provide identifying information about the student. All HBM schools can be selected from the School drop-down box. **Tip**: Type the first letter of the school to sort quickly to your desired entry.



Function.

havior Assessment

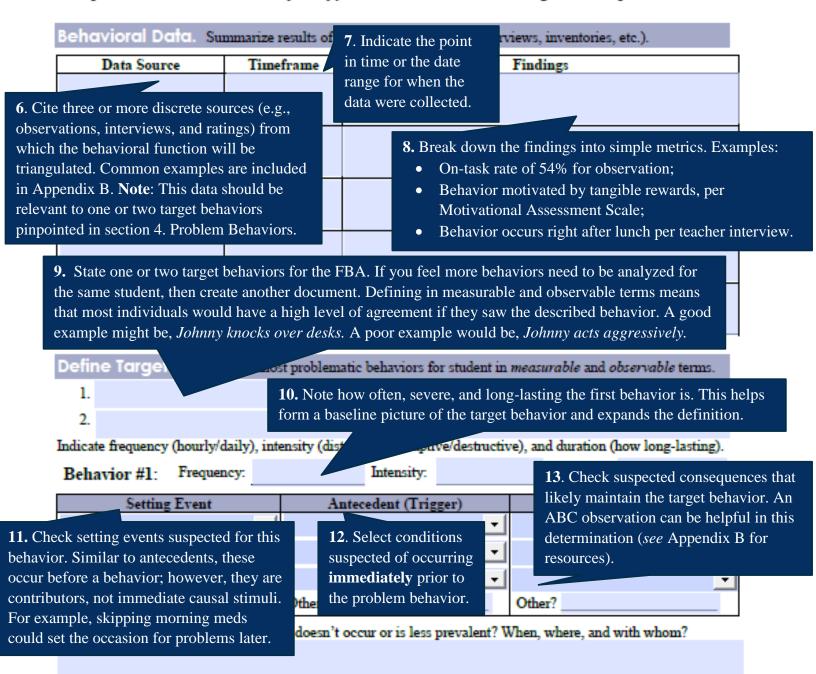
Arvines Comme					
Student Name:		Date of Birth:			
School:		2. Add personal information about the			
What does the studen	at do well?	student, which can frame a positive			
What are the student'	's interests?	discussion and also inform your assessment.			
List some potential in	ncentives or motivators:	ndicate known reinforcers. If not known, consider			
•		pleting a student inventory (see Appendix A).			
Skill Deficits or "I	Lagging Skills" (Greene, R., 2008) -				
	Intraperso				
_	ing transitions, shifting from one mindse				
	things in a logical sequence or prescribe				
Difficulty persist	ting on challenging or tedious tasks.	4. Check any boxes to specify skill deficits for the			
Poor sense of tin	ne.	student. These are essentially executive functions. Although unlikely to fully explain a problem			
Difficulty mainta	aining focus.	behavior, identifying these skills may help pin			
Difficulty consid	lering a range of solutions to a problem.	down possible antecedents for the behavior or the			
Difficulty seeing	g the "grays"/concrete, literal, black-and	need for a teaching piece with the intervention.			
Difficulty deviate	Difficulty deviating from rules, routine.				
Difficulty handli	ing unpredictability, ambiguity, uncertain	nty, novelty.			
Difficulty shifting	ng from original idea, plan, or solution.				
 Difficulty taking 	into account situational factors that wo	ıld suggest the need to adjust a plan of action.			
Inflexible, inaccu	urate interpretations/cognitive distortion	s or biases (e.g., "Everyone's out to get me,").			
	Interperso				
Difficulty expres	ssing concerns, needs, or thoughts in wo	rds.			
Difficulty under	standing what is being said.				
Difficulty attend	ling to or accurately interpreting social co	nes/poor perception of social nuances.			
Difficulty starting	g conversations, entering groups, connec	cting with people/lacking other basic social skills.			
Difficulty seeking	ng attention in appropriate ways.				
Difficulty appreciating how his/her behavior is affecting other people.					
Difficulty empat	Difficulty empathizing with others, appreciating another person's perspective or point of view.				
Difficulty appreciating how s/he is coming across or being perceived by others.					
	Self-Regula				
1	lering the likely outcomes or consequent				
-	ging emotional response to frustration so	*			
Chronic irritability and/or anxiety significantly impede capacity for problem-solving or heighten flustration.					



Problem Behaviors. Provide a narrative about student's most concerning behaviors:

5. Describe any problem behaviors for the student, using familiar, constructive behavioral terms (i.e., observable and measurable). Avoid using this space to rant, make motivational inferences, criticize, or use psychobabble. For example, "Johnny scratches his arms until they bleed, hits peers with his fists, and shoves his teacher almost daily" is preferred to "Johnny is mean, has control issues stemming from his bad upbringing, and often doesn't have a clue."

Is the problem behavior related to a deficit? If yes, address this area when writing a behavior plan.



14. Comment on those circumstances within which the problem behavior occurs less frequently, severely, or persistently. This may rule out certain functions and inform the BIP construction later.

	Behavior #2:	Frequency:	Inter	sity:	Duration:	
	Setting	Event .	Antecede	nt (Trigger)	Con	sequence
	t from a variety or ior. Ideally, your			•		<u>·</u>
	o likely functions			-		•
	ests there may be				Other?	
	nore effectively of the cise, additional decise.		occur o	r is less prevalent?	When, where, and	with whom?
	Function of B	ehavio.	the function/pu	rpose that is best st	apported by the da	ta.
	Behavior#1:					
		Gain			Avoid	-1
			•			_
	_other:			_other:		
	Behavior #2:					
	other:		_	other:		
	_			_		
	Hypothesis. D	escribe when, whe	re, and why the be	havior(s) occurs.		
		cedent/Trigger		Behavior:	Consequ	ence/ Outcome:
	WHEN:			e problem behav ny knocks over de		18. Indicate the specoutcome (e.g, "Peer
6.6	Th.		(3.8., 3.3			wail and cry.")
	uct the hypothesial explanation, noti			Behavior:	Consequ	ience/ Outcome:
	or the antecedent	ing a				
	eneral teacher rec					
tudents pu	ıt computers awa	y				
	Drangrad by					
	Prepared by				ъ.	
	Staff Name/Role				Date:	
	Staff Name/Role				Date:	
	Staff Name/Role				Date:	
	Staff Name/Role	-	ections 10-18 for		Date:	
			needed for this Flusses and signs t			
		document.	usses and signs t	ne miisheu		



Functional Behavior Assessment

siudeni name:	Johnny Doe	Date of Birin: 1 January 2008			
School:	Intense Behavior Program	Date: 7 January 2015			
	nt do well? He makes nice line-art doing scissors, and holding eating utens	rawings and shows good fine-motor control with sils.			
What are the student	's interests? Johnny collects Japanes	se anime and breeds toy poodles.			
List some potential in with the principal.	ncentives or motivators: Calls or not	tes home to his mom are helpful. He enjoys meeting			
	agging Skills" (Greene, R., 2008)	- Check all that apply:			
	Intrap	ersonal			
Difficulty handling	g transitions, shifting from one mindset	or task to another.			
Difficulty doing th	nings in a logical sequence or prescribed	d order.			
√ Difficulty persistir	ng on challenging or tedious tasks.				
Poor sense of time					
Difficulty maintain	ning focus.				
Difficulty consider	ring a range of solutions to a problem.				
√ Difficulty seeing to	he "grays"/concrete, literal, black-and-	white, thinking.			
Difficulty deviatin	g from rules, routine.				
Difficulty handling unpredictability, ambiguity, uncertainty, novelty.					
Difficulty shifting	from original idea, plan, or solution.				
Difficulty taking in	nto account situational factors that wou	ld suggest the need to adjust a plan of action.			
Inflexible, inaccura	ate interpretations/cognitive distortions	or biases (e.g., "Everyone's out to get me,").			
	Interp	ersonal			
Difficulty expressi	ing concerns, needs, or thoughts in work	ds.			
Difficulty understa	anding what is being said.				
Difficulty attendin	ng to or accurately interpreting social cu	es/poor perception of social nuances.			
Difficulty starting	conversations, entering groups, connec	eting with people/lacking other basic social skills.			
Difficulty seeking	attention in appropriate ways.				
Difficulty appreciating how his/her behavior is affecting other people.					
Difficulty empathi	Difficulty empathizing with others, appreciating another person's perspective or point of view.				
Difficulty apprecia	ating how s/he is coming across or being	g perceived by others.			
		gulation			
	ring the likely outcomes or consequence	• •			
	ng emotional response to frustration so	·			
Chronic irritability	_ Chronic irritability and/or anxiety significantly impede capacity for problem-solving or heighten frustration.				

Problem Behaviors. Provide a narrative about student's most concerning behaviors:

Johnny has struggled since kindergarten with compliance. He has preferred activities, such as working on an iPad or drawing. When asked to do any kind of academic work, he has demonstrated a variety of behaviors such as putting his head down on his desk, remaining silent and avoiding eye contact with the teacher, running out of the room, throwing objects, destroying property, crying, and shouting. Shutting down in some form, such as crawling under his desk, ignoring requests, or hiding his face, occurs almost daily. The other, sometimes more disruptive behaviors, happen about once a week.

Is the behavior related to a deficit? If yes, address this area when writing a behavior plan.

Behavioral Data. Summarize results of data (e.g., observation, interviews, inventories, etc.).

Data Source	Timeframe	Findings
Motivation Assessment Scale	1/06/2015	Teacher rating shows 'Escape' to be likely motivation for not complying.
ABC Observation	1/06/2015	Three instances of task refusal seen in 20 minutes. Teacher consequated target behavior by redirecting each time, without success.
Student Functional Interview	1/07/2015	Johnny says he hates school, especially math and writing.
Daily Behavior Sheet	10/06/14 – 1/06/15	Johnny averaged 3 incidents daily of non-compliance across 10 weeks.

Define Targets. Define 1-2 most problematic behaviors for student in *measurable* and *observable* terms.

1. Johnny refuses when asked to do academic work, especially math and writing.

2.

Indicate frequency (hourly/daily), intensity (distracting/disruptive/destructive), and duration (how long-lasting).

Behavior #1: Frequency: Daily Intensity: Disruptive Duration: 10-15 min.

Setting Event	Antecedent (Trigger)	Consequence	
•	difficult task	given help/attention	
	•	redirected - verbal/physical	
•			
Other?	Other?	Other?	

Are there situations where the behavior doesn't occur or is less prevalent? When, where, and with whom? Johnny does fine at his specials. He did well for a male substitute once but not a second time.

Behavior #2: Frequency:	Intensity:	Duration:
Setting Event	Antecedent (Trigger)	Consequence
,		•
•		•
,		
Other?	Other?	Other?
Are there situations where the behavi		
Function of Behavior(s). Sel	ect the function/purpose that is best	t supported by the data.
Behavior#1: Gain		Avoid
Gain	avoid a demand/re	
_	avoid activity/task	
other:	other:	
Behavior #2:		
	_	
other:	other:	<u>·</u>
_	_	
Hypothesis. Describe when, when	re and why the behavior(s) occurs	
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
Antecedent/Trigger ← WHEN:	Behavior:	Consequence/ Outcome:
A teacher request for	He refuses to comply.	His teacher prompts him
A teacher request for academic work is given to		again (1x) and then
Johnny		subsequently ignores him.
Antecedent/Trigger WHEN:	Behavior:	Consequence/ Outcome:
Behavior 2 NaHm.		
ohe		
<u> </u>		
Prepared by		
Staff Nama/Pala:		Date
Staff Name/Role:		Date: Date:
Stoff Nama/Polar		Data
		Date:

What is a Behavior Intervention Plan?

Whereas the FBA is intended to answer *why* particular problem behaviors are occurring, the BIP, sometimes referred to as a Behavior Support Plan, is a plan that formalizes *how* a team will systematically deal with challenging behavior(s). O'Neill, et al (1997) suggest there are four broad themes to address in designing behavior supports, including the following:

- 1. Focus on how staff, family and support personnel, rather than just the student, can change.
- 2. Tie the behavior plan directly to the findings of an FBA.
- 3. Produce a plan that is technically consistent with what is commonly understood about laws of human behavior. (E.g., positive strategies are more likely to elicit lasting behavior change than punitive ones.)
- 4. Provide a good fit for the values, resources and competencies of the people involved in implementation.

The same authors provide some additional guidance for constructing more useful BIPs. They observe that technically sound behavior plans make problem behaviors "*irrelevant*, *inefficient*, and *ineffective*" (p. 66). Specifically, you might consider the following efforts:

- Make problem behavior *irrelevant* by incorporating "structural changes: altering the physical settings, enriching the environment, improving the activities or curriculum, increasing predictability and choice options available to the person" (p.67).
- Make problem behaviors *inefficient* through targeted efforts to render the obtaining of established reinforcement more taxing than it's worth for the student. That is, consider ways to increase the physical effort, repetitions of behavior, or time elapsing between behavior and reinforcement, so as to make the behavior unproductive for the child.
- Make problem behaviors *ineffective* by planning how to extinguish the behavior. If reinforcement for a problem behavior can be consistently stopped or removed, behavioral law dictates that the problem behavior will eventually cease.

Who Should Create a BIP?

Consider assembling a BIP by committee, just as you would an FBA. Input from those who contributed to constructing the FBA is sensible, which might include teachers, interventionists, a school psychologist, or any other school personnel who know or work with the student.

Using the BIP Form

Specific guidelines for using HBM's BIP form are provided in the next section. As mentioned with the FBA, this document is in .PDF format and has the benefits and limitations of that document format (see the discussion at the bottom of page 2). Please look for additional thoughts and suggestions that can aid with behavior planning in the Appendices.

1. Identify the student, his/her grade, and the date of completing the BIP. The School field provides a drop-down list of available HBM schools (type the first letter to jump to your school in the list).	Behavior l	nterventio	n Plan
Student:		Grade:	
School:		Date:	
than one l		, a class of behaviors co	A. (This could be more ould be served by one BIP.)
Previous Interventions Intervention	What has been done? Ho Duration		/Comments
			Comments
the name/t attempted	ast behavioral intervention type (Intervention), how (Duration), and importation factors (Resul	long it was ant outcome data	
Competing Behavior P			
Note: Target behavior is the problem behavior defined in the FBA (ex: tantrums). Desired behavior is the ideal replacement behavior (e.g., completes task). An alternate behavior is a positive alternative (e.g., takes break). Setting Event Antecedent Desired Behavior 8. Indicate the behavior that should optimally replace the target. Target Behavior Consequence 9. Enter the consequence desired behavior. Consequence Target Behavior Consequence Consequence 1. Consequence Setting Event Antecedent Target Behavior Consequence			
setting event (i.e., remote earlier factor) that may set up conditions for the target behavior. even the target setting even time. even the target setting even to even the target setting even the ta	anter the Antecedent of from the FBA. a behavior that is lible with the d can perhaps	6. Enter the Target Behavior from the FBA. Alternate Behavior	11. Note the hypothetical function
serve as a Intervention Strategies	substitute for it.	ased on the conneting bel	from the FBA.
_	Antecedent Strategies	Behavior Instruction	+/- Consequences
12. List strategies for addressing conditions prior to the immediate behavior contingency (see Appendix E).	List strategies for ecting circumstances mediately before the havior occurs (see opendix E).	14. Recall from the FBA any skill deficits. Identify explicit teaching strategies here that can help.	+ Ex: Verbal praise 15. Identify positive consequences (rewards) first (see Appendix F). Also, detail aversive consequences that are appropriate.

16. Include a behavioral goal for the BIP that might be suitable for an IEP or for a behavioral RTI case. It should be specific enough that one can determine whether the goal has been achieved within a defined period of time based on measures of progress. BIP Implementation. (Complete only those areas that apply.) Tasks Person Responsible | Progress Measure **Prevention:** Make pro 17. If an antecedent strategy is to be used, describe it here (e.g., "Give Jimmy alternative to reading out loud."). Note responsible party and means of measuring progress (e.g., event recording, daily behavior chart, etc.) Teaching: Teach new skills/alternate behavior 18. Discuss new skill instruction to be provided (e.g., Social Skills class, review modeled behavior video, etc.). Note responsible party and progress monitoring method. Extinction: Make target behavior ineffective (minimize 19. Document any extinction procedure (e.g., Class prompted to ignore behavior before Jimmy joins group, divider used during math, etc.). Note responsible party and progress monitoring method. Reinforcement: Make alternate & desired behaviors more **20.** Reference any reward for desired behavior and alternate behavior. Note responsible party and progress monitoring method. **21.** State the consequence for the problem Responding to target behavior: Prompt alternate behavior behavior (e.g., response cost procedure). Note consequences. responsible party and progress monitoring method. 22. If district requires a safety plan (e.g., child is a runner or Safety. Is safety a concern? self-harming), confirm here and attach needed documentation. (If yes, attach crisis/care/POD plan to BIP.) Decision (Monitor, Modify, Stop) Duration of Intervention Review Date 23. Note the length of the intervention and a review date. The decision field here is to designate the team's finding after convening for the review. Prepared by Staff Name/Role: Date: Staff Name/Role: **24.** The team signs off the completed document. Staff Name/Role: Adapted from C. Borgmeier (2002)

Behavioral Goal Statement.

BEHAVIOR INTERVENTION PLAN | HBM Special Services Cooperative



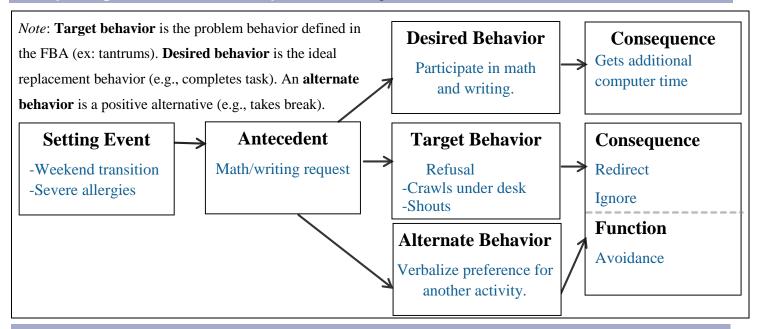
Behavior Intervention Plan

Student:	Johnny Doe	Grade:	2nd	
School:	Intense Behavior Program	Date:	12 January 2015	

Behavior:

Previous Interventions. What has been done? How did it work?				
Intervention Duration Results/Comments				
Good Behavior Game	Spring 2014 (1 st	Incidents of task refusal persisted at a steady rate of		
	Grade) – 4 weeks	3x/daily.		
Peer-Mediated Intervention	Fall 2014 (Oct. –	Positive effect initially for first week, then behavior		
	Dec.). 6 weeks	seemed to worsen. Increase to 4x/daily		

Competing Behavior Pathway. (Build contingencies based on FBA data.)



Intervention Strategies. Provide the following based on the competing behavior pathway above.

Setting Event Strategies	Antecedent Strategies	Behavior Instruction	+/- Consequences
Ex: Administer meds at school.	Ex: Provide visual schedule	Ex: Teach calming techniques	+ Ex: Verbal praise
-Note from home to share if Johnny had rough weekend	-Modify math curriculum to include computer-based	-Review modeling video to show effective transition.	-15 minutes on computer -Phone call to mom
-Dispense allergy med at school.	Dispense allergy med at component		-Ex: Loss of privileges Response cost (computer time) Time-out in chill room.

Behavioral Goal Statement.

Johnny will initiate math and writing work in class with no more than one verbal prompt 100% of the time across three observed sessions by mid-semester of spring 2015.

BIP Implementation. (Complete only those areas that apply.)

Tasks		Person	Responsible	Progress Measure
Prevention : Make problem irrelevant (antecedent intervention) Note from home and medication arrangement.			e (note)	 Behavior log. Med. chart
Teaching : Teach new skills/alternate bell Transition modeling video and assertiver		Counse	elor	Behavior log (communication book w/ parent).
Extinction: Make target behavior ineffective (minimize reward/pay-off for target behavior) Persist with task request.				Daily behavior chart/event recording
Reinforcement: Make alternate & desired behaviors more rewarding than target behavior. Add computer time; student call to parent.		TOR		Daily behavior chart/event recording
Responding to target behavior: Prompt alternate behavior and consequences. Response cost procedure. Time-out in chill room.		TOR		Daily behavior chart/event recording
Safety. Is safety a concern? (If yes, attach crisis/care/POD plan to BI	Y N √ P.)			<u> </u>
Duration of Intervention Review Date		•	Decision (Mo	onitor, Modify, Stop)
9 weeks – Jan. – Mar 2015	27 Mar 2015			

Prepared by			
Staff Name/Role:	Ms. Behavior/Teacher of Record	Date:	1/12/2015
Staff Name/Role:	Mrs. Intervention/School Counselor	Date:	1/12/2015
Staff Name/Role:	Mr. Plan/School Psychologist	Date:	1/12/2015

Adapted from C. Borgmeier (2002)

References

- Developing IEP Goals: Effective Goal Processes (n.d.). Retrieved January 8, 2015 from http://www.indianaieprc.org/index.php/iep-processes/measureable-goals.
- Martella, R. C., Nelson, J. R., Marchand-Martella, N. E., & O'Reilly, M. (2012). Comprehensive behavior management: Individualized, classroom, and schoolwide approaches. (2nd ed.). Thousand Oaks, CA: SAGE Publications, Inc.
- O'Neill, R. E. Horner, R. H., Albin, R. W., Sprague, J. R., Storey, K., & Newton, J. S. (1997). Functional assessment and program development for problem behavior: A practical handbook. Pacific Grove, CA: Brooks/Cole Pub.

Appendix A: Student Interest and Reinforcement Surveys

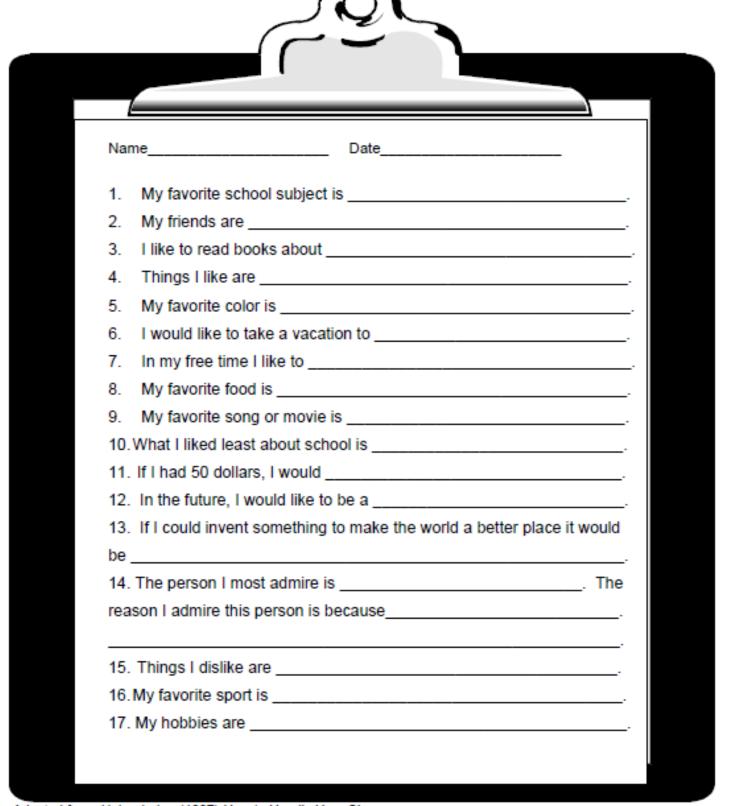


Student Interest Survey

1. The three things that I do best in school are: 1	
2. Some of the things that I would like to work on this year are	
3. I would like to learn more about	<u> </u>
ł. Outside of school, my favorite activity is	
5. My hobbies are	
b. The clubs, organizations or private lessons that I participate in are	
7. My favorite sport is	
3. The sports that I play in and out of school are	

		9. My three favorite books are	:	
ŧ		1		
		2		
		3		
\		-		
\	7 27 20	10. One of my favorite author	s is	
	NE.	·		
		because		·
	k	because	g video games or using the computer, I would	
12.	I enjoy these types of	f reading: (circle those that app	y)	
	Story Books	Craft/Games/Puzzles		
	Fiction	Fairy Tales		
	Non-Fiction	Geography		
	Comics	Sports		
13.	The person that I co	nsider to be a hero is		
	because			
14.	I have traveled to			· · · · · · · · · · · · · · · · · · ·
Ιf				
15.	Some of the chores of	nd responsibilities that I have o	it home are	
10.	My dest friend is:			when
Ιa	m with my friend we lil	<e td="" to<=""><td></td><td>·</td></e>		·
17.	Something about me	that I'd like to share with you is		

Student Interest Inventory



Adapted from: Holzschuher (1997). How to Handle Your Classroom.

Two sample reinforcement inventories are shown, one for a younger child, and the other for an older child. These are for illustrative purposes only and can be found in a more print-friendly version by doing a simple internet search or by consulting with a school psychologist.

Q.	

Reinforcement	Menu
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Academic Activities

Go to the library to select a book
Help a classmate with an academic assignment
Help the teacher to present a lesson (e.g., by completing sample math problem on blackboard, reading a
section of text aloud, assisting cooperative learning groups on an activity)
Invite an adult "reading buddy" of student's choice to classroom to read with student
Listen to books-on-tape
Play academic computer games
Read a book of his/her choice
Read a story aloud to younger children
Read aloud to the class
Select a class learning activity from a list of choices
Select a friend as a "study buddy" on an in-class work assignment
Select friends to sit with to complete a cooperative learning activity
Spend time (with appropriate supervision) on the Internet at academic sites

Helping Roles

- ☐ 'Adopt' a younger student and earn (through good behavior) daily visits to check in with that student as an older mentor
- ☐ Be appointed timekeeper for an activity: announce a 5-minute warning near end of activity and announce when activity is over
- ☐ Be given responsibility for assigning other students in the class to helping roles, chores, or tasks
- ☐ Complete chores or helpful activities around the classroom
- ☐ Deliver school-wide announcements
- ☐ Help the custodian
- ☐ Help the library media specialist
- ☐ Help a specials teacher (e.g., art, music, gym)
- ☐ Take a note to the main office
- ☐ Work at the school store

Praise/Recognition

☐ Be awarded a trophy, medal, or other honor for good behavior/caring attitude

	Be praised on school-wide announcements for good behavior or caring attitude Be praised privately by the teacher or other adult Designor post work ona class or hall bulletin board Get a silent "thumbs up" or other sign from teacher indicating praise and approval Have the teacher call the student's parent/guardian to give positive feedback about the student Have the teacher write a positive note to the student's parent/guardian Post drawings or other artwork in a public place Post writings in a public place Receive a "good job" note from the teacher
Pr	izes/Privileges/Rewards
	Allow student to call parent(s) Be allowed to sit, stand, or lie down anywhere in the classroom (short of distracting other children) during story time or independent seat work Be dismissed from school 2 minutes early Be given a 'raffle ticket' that the student writes name on and throws into a fishbowl for prize drawings
	Be permitted to sit in a reserved section of the lunchroom Be sent to recess 2 minutes earlier than the rest of the class Draw a prize from the class 'prize box' Earn behavior-points or -tokens to be redeemed for prizes or privileges
	Have first choice in selecting work materials (e.g., scissors, crayons, paper) and/or seating assignments Have lunch in the classroom with the teacher IOU redeemable for credit on one wrong item on a future in-class quiz or homework assignment Receive a coupon to be redeemed at a later time for a preferred activity Receive a sticker
	Receive candy, gum, or other edible treats Receive pass to "Get out of one homework assignment of your choice" Select a class fun activity from a list of choices Select the pizza toppings for a class pizza party
	Sit near the teacher Take the lead position in line Tell a joke or riddle to the class
Re	ecreation
	Be selected by the teacher to accompany another student to a fun activity Get extra gym time with another class Get extra recess time with another class Listen to music Play a game with a friend
	Play non-academic computer games Select fun activity from "Activity Shelf" (stocked with play materials, games) Spend time (with appropriate supervision) on the Internet at recreational sites Watch part or all of a video (preselected by the teacher and cleared with the student's parent) Work on a jigsaw or other puzzle Write or draw on blackboard/whiteboard/easel paper

Forced-Choice Reinforcement Menu

Name:

1.

In order to identify possible classroom reinforcers, it is important to go directly to the source, namely, you the student. Below is a paragraph that provides instructions for completing a series of "controlled choice" survey items about individual reinforcement preferences. Please read the following paragraph carefully:

"Let's suppose that you have worked hard on an assignment and you think that you have done a super job on it. In thinking about a reward for your effort, which one of the two things below would you most like to happen? Please choose the one from each pair that you would like best and mark and "X" in the blank that comes in front of it. Remember, mark only one blank for each pair."

Teacher writes "100" on your paper. (A)

1.		Be first to finish your work. (CM)
2.		A bag of chips. (CN) Classmates ask you to be on their team. (P)
3.		Be free to do what you like. (I) Teacher writes "100" on your paper. (A)
4.		Classmates ask you to be on their team. (P) Be first to finish your work. (CM)
5.		Be free to do what you like. (I) A bag of chips. (CN)
6.		Teacher writes "100" on your paper. (A) Classmates ask you to be on their team. (P)
7.		Be first to finish your work. (CM) Be free to do what you like. (I)
8.		A bag of chips. (CN) Teacher writes "100" on your paper. (A)
9.		Classmates ask you to be on their team. (P) Be free to do what you like. (I)
10.		Be first to finish your work. (CM) A bag of chips. (CN)
11.		Teacher writes "A" on your paper. (A) Be the only one that can answer a question. (CM)
12.		A candy bar. (CN) Friends ask you to sit with them. (P)
13.		Be free to go outside. (I) Teacher writes "A" on your paper. (A)

14.	 Friends ask you to sit with them. (P) Be the only one that answers a question. (CM)
15.	 Be free to go outside. (I) A candy bar. (CN)
16.	 Teacher writes "A" on your paper. (A) Friends ask you to sit with them. (P)
17.	 Be the only one that can answer a question. (CM) Be free to go outside. (I)
18.	 A candy bar. (CN) Teacher writes "A" on your paper. (A)
19.	 Friends ask you to sit with them. (P) Be free to go outside. (I)
20.	 Be the only on that can answer a question. (CM) A candy bar. (CN)
21.	 Teacher writes "Perfect" on your paper. (A) Have only your paper shown to the class. (CM)
22.	 A can of soda. (CN) Classmates ask you to be class leader. (P)
23.	 Be free to play outside. (I) Teacher writes "Perfect" on your paper. (A)
24.	 Classmates ask you to be class leader. (P) Have only your paper shown to the class. (CM)
25.	 Be free to play outside. (I) A can of soda. (CN)
26.	 Teacher writes "Perfect" on your paper. (A) Classmates ask you to be class leader. (P)
27.	 Have only your paper shown to the class. (CM) Be free to play outside. (I)
28.	 A can of soda. (CN) Teacher writes "Perfect" on your paper. (A)
29.	 Classmates ask you to be class leader. (P) Be free to play outside. (I)
30.	 Have only your paper shown to class. (CM) A can of soda. (CN)
31.	 Teacher writes "Excellent" on your paper. (A) Have your paper put on the bulletin board. (CM)

	Consumable Rewards (CN)			
	Independent Rewards (I)			
	Peer App	proval (P)		
	Competitive Approval (CM)			
Adult Approval (A)				
		Scoring Key		
		Reinforcement Inventory		
		Thank you for taking the time to complete this survey.		
Other	suggestions a	about classroom rewards:		
40.		Have your paper put on the bulletin board. (CM) A pack of gum. (CN)		
39.		Friends ask you to work with them. (P) Be free to work on something you like. (I)		
38.		A pack of gum. (CN) Teacher writes "Excellent" on your paper. (A)		
37.		Have your paper put on the bulletin board. (CM) Be free to work in something you like. (I)		
36.		Teacher writes "Excellent" on your paper. (A) Friends ask you to work with them. (P)		
35.		Be free to work on something you like. (I) A pack of gum. (CN)		
34.		Friends ask you to work with them. (P) Have your paper put on the bulletin board. (CM)		
33.		Be free to work on something you like. (I) Teacher writes "Excellent" on your paper. (A)		
32.		A pack of gum. (CN) Friends ask you to work with them. (P)		

Appendix B: Types of Functional Behavior Assessment Data

One intent of this User Guide is to help raise awareness that there are many types of observations, interviews, and scales that could be used to inform an FBA. Consider using interview forms for teacher, parent, and student that have been prepared for HBM. Those forms are available for both print and electronic completion to members of the HBM Psychologists community in Learning Connection at *Files and Bookmarks/Forms/FBA*.

Other forms can be obtained with a simple online search or at http://www.pbisworld.com/ (as of 1/2015). Refer to the following for examples of data sources with their respective advantages and disadvantages in putting together an FBA.

Indirect Assessments: Subjective verbal reports of behavior under naturalistic conditions

Examples: Interviews, checklists, rating scales

Advantages: Efficient, easy to use, good starting point

Disadvantages: Reliability and validity questionable, starting point not endpoint

Descriptive Analyses: Quantitative direct observation of behavior under naturalistic conditions

Examples: A-B-C analyses, observation forms, scatter plots

Advantages: Objective, conducted in actual setting, see behavior firsthand,

may be endpoint

Disadvantages: Complexity, inability to identify subtle or intermittent variables,

time-consuming, potential masking by irrelevant events, may not be

endpoint

Functional Analyses: Quantitative direct observation of behavior under preselected and

controlled conditions

Examples: Alternating treatments designs, other designs

Advantages: Objective, high degree of control over behavior, high reliability and

validity, endpoint

Disadvantages: Complexity, potential insensitivity to high idiosyncratic events,

prompting unwanted behavior to occur, potential risk of

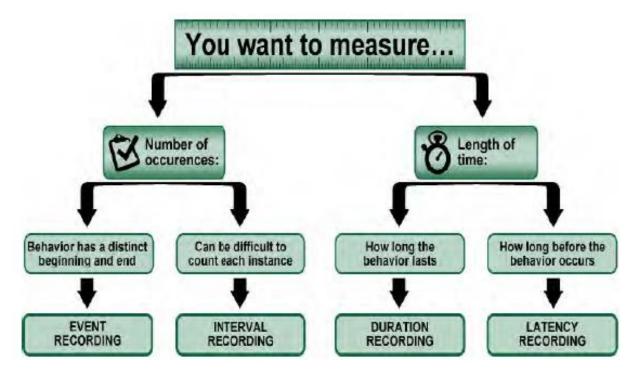
establishing new behavioral function

Source: Adapted from Martella, R. C., Nelson, J. R., Marchand-Martella, N. E., & O'Reilly, M. (2012). *Comprehensive behavior management: Individualized, classroom, and schoolwide approaches.* (2nd ed.). Thousand Oaks, CA: SAGE Publications, Inc.

Appendix C: Selecting a Behavior Recording Method

The following information was obtained from a document, *Measuring Behavior* by Sara C. Bicard and David F. Bicard, for the Iris Center at Vanderbilt University. This was obtained online at http://iris.peabody.vanderbilt.edu on January 8, 2015.

Data collection can serve as a way to gather evidence to help improve student behavior. Teachers should choose a data collection method that provides the most accurate picture of student performance in the classroom. When they select a data collection method, teachers can refer to the flowchart below:



Regardless of the data collection system implemented, students sometimes behave differently if they know they are being observed or when a new person is in the classroom. Some ways to reduce this reactivity are to observe other students as well so that the target student does not feel like he or she is being singled out, to practice observing a few times so that the student gets used to the observer before official data collection begins, and to try to be discrete to reduce the likelihood that the student will notice that he or she is being observed.

Appendix D: Social Behavior Interventions

The following rubric was obtained from an Evidence-Based Intervention Manual created by Dr. T. Chris Riley-Tillman. He has subsequently created a more comprehensive manual that was available through the EBI Network at http://ebi.missouri.edu/ as of January 8, 2015. If creating a BIP for a student involved in a behavior RTI process, these interventions can be linked to specific functions identified in an FBA.

Common Reason for Social Behavior Failure	Intervention	Citation
Student has not learned the behavior	Sit and Watch: Contingent Observation	Porterfield, Herbert-Jackson & Risley (1976); White & Bailey (1990)
Dellaviol	Active teaching of classroom rules	Johnson, Stoner & Green (1996)
Appropriate behavior is positively punished	Positive Peer Reporting	Moroz & Jones (2002)
Appropriate behavior results in loss of desired activity (negatively punished)	Response Cards	Randolph (2007)
	Choice of Task Sequence	Kern, Mantagna, Vorndran, Bailin & Hilt, (2001)
Inappropriate behavior removes student from something they do not want to do (negatively reinforced)	Antecedent Modifications	Dunlap, Kern-Dunlap, Clarke, Robbins (1991); Ervin, Kern, Clarke, DuPaul, Dunlap & Friman (2000); Clarke, Worchester, Dunlap, Murray, & Bradley-Klug (2002)
Inappropriate behavior is positively	Response Cost	Proctor & Morgan (1991)
reinforced	The Good Behavior Game	Barrish, Saunders & Wolf (1969)
	Reducing disruptive behavior with randomized group contingencies	Kelshaw-Levering, Sterling-Turner, Henry & Skinner (2000)

Appendix E: Antecedent/Setting Event Modifications

Antecedent and Setting-Event Modifications		
Strategies	Instructional Examples	Social or Health Examples
<u> </u>	Avoid giving difficult work problems for independent seatwork.	 * Avoid giving caffeinated drinks * Avoid bringing student to large crowds. * Avoid exposing student to long delays.
problem event.	 Shorten lessons. Reduce the number of problems on a page. Modify instruction to decrease errors (e.g., errorless learning strategy). Increase lesson pace. 	* Change voice intonation. * Modify a boring schedule. * Use suggestive rather than directive language (e.g., "What should you do now?") * Increase fiber in diet. * Treat the illness.
Intersperse difficult or un- pleasant events * with easy or unpleasant	easy ones. Mix mastered tasks with acquisition Tasks for independent seatwork.	* Schedule nonpreferred activities (e.g., cleaning) among preferred activities (e.g., leisure). * Precede directives for nonpreferred events. activities (e.g., "Brush your teeth") with easily followed directives (e.g., "Open the cabinet; choose your favorite toothpaste").
Add events * that promote desired * behaviors.	Curriculum development (e.g., meaningful, functional curriculum). Use cooperative learning strategies to encourage participation.	* Schedule preferred activities in daily routines; involve student in planning to increase predictability. * Provide a rich variety of activities from which to choose. * Provide increased opportunities for social interactions before problems arise. * Provide opportunities for daily exercise. * Promote a healthy diet.
Block or * neutralize the impact of * negative events. experience.	breaks during difficult work activities.	 * Provide opportunities for rest when the student is tired or ill. * Provide time alone or time to regroup after a negative

From: Babbara, L. & Knoster, T., Designing Positive Behavior Support Plan, 1998 AAMR

These prevention (i.e., antecedent) strategies were obtained from $\underline{\text{http://challengingbehavior.fmhi.usf.edu/}}$ on 1/12/2015.

Function	Strategy
Obtain (e.g., attention, object, activity)	 Modify task length, modify expectations Modify materials Modify instructions, modify response mode Provide more frequent attention/reinforcement Activity schedule Contingency for activity completion Schedule time with adult or peer Scheduled access to desired object/event Choice of activity, material, and/or partner Peer support Provide frequent offers of assistance Add manipulatives Incorporate child's interests Use timer, alarm to delay reinforcement
Escape (e.g., activity, demands, social interaction)	 Modify task length, Modify expectations Modify materials Modify instructions, Modify response mode Break task down Provide choice Modify seating arrangements Reduce distractions Provide activity schedule Select reinforcer prior to activity Incorporate child's interest Use timer Self-management system Provide peer supports Add manipulatives Provide visual supports Follow least preferred with most preferred

Appendix F: Positive Behavior Consequences

The following lists from <u>www.successfulschools.org</u> provide a number of rewards/consequences that could be used as positive supports.

PreK-2nd Grade

- Move the teacher's chair to your table and sit in 15 minutes.
- Do work at the teacher's desk for 15 minutes.
- Have first pick for playtime for a day.
- Sit in the rocking chair during story time.
- Have an older student come to class and read to you.
- Bring slippers to school and wear them in class.
- Feed the class pet.
- Have teacher call home to say you are doing a good job at school.
- Pledge leader for one week.
- Playing a board game with school counselor or other preferred adult.
- Homework due date extended for one day.
- Help custodian clean cafeteria after lunch for one day or week.
- Read the morning announcements over loudspeaker to the school.
- Pass out materials for teacher for the day.
- Room messenger to office for the day.
- Receive a paper award/certificate.
- Allow student to call parent(s).
- Note sent home to preferred adult about good behavior (aunt, etc.)
- Eat lunch with a preferred adult at school.
- Seating (with a friend) in a reserved section of the lunchroom.
- Help a specials teacher (e.g., art, music, gym).
- Select a fun class activity from a list of choices (e.g. Headsup 7up).
- Let student choose a story or earn extra story for class.
- Let student be first in line for lunch, recess, and/or bus.
- Let student use computer.
- Let student dictate a story that someone types and prints for the student to illustrate.
- Let the student earn extra minutes of recess for entire class.
- Let student wear a sign or a badge.
- Let student work near a class pet or have caged pet on desk for the day.
- Have class give student applause at end of day.
- Identify student as "special student of the day" with a badge they can wear.
- Allow student to keep a special trophy or stuffed animal on desk for the day.
- Congratulate student in front of class.
- Take student's picture and post it in public place in the school.
- Offer a stamp/sticker on back of student's hand.
- Give student a paper crown to wear.
- Post banner or poster with student's name and accomplishment.
- Go to the library to select a book.
- Write or draw on blackboard/whiteboard/easel paper.
- Go to the library to select a book.

- Invite an adult "reading buddy" of student's choice to classroom to read with student.
- Listen to booksontape.
- Play academic computer games.
- Read a book of his/her choice.
- Read aloud to class.
- Select a friend as a "study buddy" on an inclass work assignment.
- Spend time (with appropriate supervision) on the Internet at academic sites.
- Deliver schoolwide announcements.
- Help the custodian.
- Help the library media specialist.
- Be praised on schoolwide announcements for good behavior or caring attitude.
- Be praised privately by the teacher or another adult.
- Get a silent "thumbs up" or other sign from teacher indicating praise andapproval.
- Post drawings or other artwork in a public place.
- Post writings in a public place.
- Be allowed to sit, stand, or lie down anywhere in the classroom (short of distracting other students) during story time or independent seat work.
- Have first choice in selecting work materials (e.g., scissors, crayons, paper) and/or seating assignments.
- Receive a coupon to be redeemed at a later time for a preferred activity.
- Tell a joke or riddle to the class.
- Sit near the teacher.
- Be selected by the teacher to accompany another student to a fun activity.
- Get extra gym time with another class.
- Get extra recess time with another class.
- Listen to music.
- Play a game with a friend.
- Play nonacademic computer games
- Select fun activity from "Activity Shelf" (stocked with play materials, games).
- Spend time (with appropriate supervision) on the Internet at recreational sites.
- Watch part or all of a video (preselected by the teacher and cleared with the student's parent).
- Work on a jigsaw or other puzzle.
- Wear your favorite hat for a work period.
- Show or tell the class something you have or did.
- Earn a free story for the whole class.

K-8th Grade

- Write or draw on blackboard/whiteboard/easel paper.
- Go to the library to select a book.
- Help a classmate with an academic assignment.
- Let student dictate a story that someone types and prints for the student to illustrate.
- Let the student earn extra minutes of recess for entire class.

- Let student wear a sign or a badge.
- Let student work near a class pet or have caged pet on desk for the day.
- Let student perform for the class.
- Have class give student applause.
- Identify student as "special student of the day".
- Allow student to keep a special trophy or stuffed animal on desk for the day.
- Congratulate student in front of class.
- Take student's picture and post it.
- Draw stars on back of student's hand.
- Give student a paper crown to wear.
- Post banner or poster with student's name and accomplishment.
- Let student be first in line.
- Let student use piano, computer, etc.
- Let student choose a story.
- Assist in office sorting mail for one week.
- Pledge leader for one week.
- Feed the class pet.
- Have teacher call home to say you are doing a good job at school.
- Ask for guaranteed playtime for a day.
- Bring slippers to school and wear them in class all day.
- Read with students in a lower grade.
- Help custodian clean cafeteria after lunch for one week.
- Have a tardy forgiven.
- Homework due date extended for one day.
- Playing a board game with school counselor or other preferred adult.
- Read the morning announcements.
- Pass out treats.
- Room messenger.
- Receive a paper award/certificate.
- Administrator sends a letter home saying he/she is doing a good job.
- Allow student to call parent(s).
- Note sent home to preferred adult about good behavior (aunt, etc.)
- Eat lunch with a preferred adult at school.
- Seating (with a friend) in a reserved section of the lunchroom.
- Work at the school store.
- Help a specials teacher (e.g., art, music, gym).
- Be dismissed to recess/lunch or from school 2 minutes early.
- Design or post work on a class or hall bulletin board.
- Select a fun class activity from a list of choices.
- Let student teach a portion of the lesson.
- Let student tell a joke to the class.
- Let student supervise or tutor younger students.
- Let student repair a broken desk or replace batteries in calculator.

- Let student choose a modified or independent assignment.
- Let student choose a peer with whom to play a board game or computer game.
- Publicly congratulate (but be careful not to embarrass) the student.
- Congratulate student in front of another adult.
- Give (or loan from the library) student a book that was special to you at the same age.
- Give student a job or responsibility (e.g., staple papers, clean room, pass out papers, etc.).
- Give student a ticket to school dance or sporting event.
- Ask the principal or counselor to call student in and congratulate student on classroom success.
- Sent student or parent(s) a letter via the mail.
- Shake student's hand and congratulate in a very "adulttoadult" manner.
- Give student a "Free Homework Pass"
- Write a positive note to student
- Call student at home to congratulate for classroom success.
- Help the teacher to present a lesson (e.g., by completing sample math problem on blackboard, reading a section of text aloud, assisting cooperative learning groups on an activity).
- Invite an adult "reading buddy" of student's choice to classroom to read with student.
- Listen to booksontape.
- Play academic computer games.
- Read a book of his/her choice.
- Read aloud to class.
- Select a friend as a "study buddy" on an inclass work assignment.
- Select friends to sit with to complete a cooperative learning activity.
- Spend time (with appropriate supervision) on the Internet at academic sites.
- 'Adopt' a younger student and earn (through good behavior) daily visits to checkin with that student as an older mentor.
- Be appointed timekeeper for an activity: announce a 5-minute warning near end of activity and announce when activity is over.
- Be given responsibility for assigning other students in the class to helping roles, chores, or tasks.
- Deliver schoolwide announcements.
- Help the custodian.
- Help the library media specialist.
- Be praised on schoolwide announcements for good behavior or caring attitude.
- Be praised privately by the teacher or another adult.
- Get a silent "thumbs up" or other sign from teacher indicating praise and approval.
- Post drawings or other artwork in a public place.
- Post writings in a public place.
- Be allowed to sit, stand, or lie down anywhere in the classroom (short of distracting other students) during story time or independent seat work.
- Have first choice in selecting work materials (e.g., scissors, crayons, paper) and/or seating assignments.
- IOU redeemable for credit on one wrong item on a future inclass quiz or homework assignment.
- Receive a coupon to be redeemed at a later time for a preferred activity.
- Tell a joke or riddle to the class.

- Sit near the teacher.
- Be selected by the teacher to accompany another student to a fun activity.
- Get extra gym time with another class.
- Get extra recess time with another class.
- Listen to music.
- Play a game with a friend.
- Play nonacademic computer games
- Select fun activity from "Activity Shelf" (stocked with play materials, games).
- Spend time (with appropriate supervision) on the Internet at recreational sites.
- Watch part or all of a video (preselected by the teacher and cleared with the student's parent).
- Work on a jigsaw or other puzzle.
- Work on a crossword puzzle sheet.
- Read a comic book.
- Wear your favorite hat for a work period.
- Show or tell the class something you have or did.
- Earn a free story for the whole class.
- Earn a class party.
- Free time to socialize.

7th-12th

- Help the teacher to present a lesson (e.g., by completing sample math problem on blackboard, reading a section of text aloud, assisting cooperative learning groups on an activity).
- Homework due date extended for one day.
- Select a joke from a jar and tell to class. Student can keep joke to take home.
- Playing a board game with school counselor or other preferred adult.
- Be dismissed to recess/lunch or from school 2 minutes early.
- Administrator sends a letter home saying he/she is doing a good job.
- Select a teacher to call home to tell parents they are doing a good job.
- Pass to front of the lunch line.
- Allow student to call parent(s) with a teacher.
- Note sent home to preferred adult about good behavior (aunt, etc.).
- Eat lunch with a preferred adult at school.
- Seating (with a friend) in a reserved section of the lunchroom.
- Work at the school store.
- Assist in office sorting mail for one week.
- Help a specials teacher (e.g., art, music, gym).
- Design or post work on a class or hall bulletin board.
- Select a fun class activity from a list of choices.
- Select a friend as a "study buddy" on an inclass work assignment.
- Select friends to sit with to complete a cooperative learning activity.
- Spend time (with appropriate supervision) on the Internet at academic sites.
- 'Adopt' a younger student and earn (through good behavior) daily visits to checkin with that student as an older mentor.
- Help the library media specialist.

- Be praised privately by the teacher or another adult.
- Post drawings or other artwork in a public place.
- Post writings in a public place.
- IOU redeemable for credit on one wrong item on a future inclass quiz or homework assignment.
- Receive a coupon to be redeemed at a later time for a preferred activity.
- Get extra gym time with another class.
- Get extra recess time with another class.
- Listen to music.
- Play a game with a friend.
- Play nonacademic computer games
- Select fun activity from "Activity Shelf" (stocked with play materials, games).
- Spend time (with appropriate supervision) on the Internet at recreational sites.
- Watch part or all of a video (preselected by the teacher and cleared with the student's parent).
- Work on a jigsaw or other puzzle.
- Work on a crossword puzzle sheet.
- Minutes to read a book for pleasure.
- Play academic computer games.
- Have a tardy forgiven.
- Wear your favorite hat for a work period.
- Permission to use Walkman or IPod for a period of time.
- Earn a class party.
- Free time to socialize.

These response (i.e., consequence) strategies were obtained from $\underline{\text{http://challengingbehavior.fmhi.usf.edu/}}$ on 1/12/2015.

Function	Strategy
Obtain (e.g., attention, object, activity)	 Redirect/cue to use appropriate "new replacement skill" Cue with appropriate prevention strategy State "exactly" what is expected Offer choices Use "wait-time" Praise/reinforce when replacement skill is performed Respond in a way that does NOT maintain problem behavior
Escape (e.g., activity, demands, social interaction)	 Redirect/cue to use appropriate "new" replacement skill" and then allow escape Cue with appropriate prevention strategy State "exactly" what is expected Offer alternatives Use "wait-time" Praise/reinforce when replacement skill is performed Respond in a way that does NOT maintain problem behavior