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800 BEHAVIOR PLAN DEVELOPMENT AND MONITORING

EFFECTIVE DATE: TBD

REFERENCES: A.A.C. R6-6-9

Purpose

The purpose of this policy is to establish the processes used to develop, implement, and monitor Behavior Plans.

Information

Individuals with developmental disabilities may show increased risk for behavior challenges, self-injury, repetitive behavior patterns, repetitive speech patterns, refusals, aggression, communication impairments, complex sensory needs, emotional dysregulation, and sleep disturbances. A Behavior Plan is required for members who have a Restricted Technique as part of their behavior intervention strategy.

Policy

A. Behavior Plan Development

1. When developing a Behavior Plan, the Behavior Plan Writer shall:
 - a. Observe the Member in multiple environments, over a period of time, and during different activities;
 - b. Follow the Member's lead;

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- 30 c. Interview and engage with those that spend the most time
- 31 with the Member using formal or informal interview
- 32 checklists, rating forms, and other assessment tools;
- 33 d. Identify the Members likes and dislikes;
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- 35 e. Participate in the Member's Planning Team, Child and
- 36 Family Team (CFT) or Adult Recovery Team (ART)
- 37 meetings;
- 38 f. Review the Member's historical information such as
- 39 evaluations, progress reports, and individualized education
- 40 programs;
- 41 g. Review the Member's Antecedent, Behavior, Consequence
- 42 data collections; and
- 43 h. Review incident reports related to the Member's behavioral
- 44 incidents.
- 45 2. The Planning Team shall submit to PRC a Behavior Plan, when
- 46 required by Division policy, within 90 days from the day of the
- 47 Member having a new community residential setting or moving
- 48 from one community residential setting to a different
- 49 community residential setting.

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- 51 3. If a Member is prescribed a Psychotropic Medication, the
- 52 Planning Team has 90 days from the date the prescription is
- 53 initially filled to submit a Behavior Plan to the PRC.
- 54 3. The Planning Team shall in the 90 day for submission of the
- 55 Behavior Plan to PRC:
- 56 a. Identify Target Behaviors;
- 57 b. Collect baseline data; and
- 58 c. Determine the likely functions of Target Behaviors and
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- 61 develop functionally related replacement behaviors.

62 **B. MONITORING BEHAVIOR PLANS**

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- 64 1. The Behavior Plan author or monitoring designee shall conduct
- 65 on-site observations not less than twice per month.
- 66 2. The Behavior Plan author or monitoring designee shall conduct
- 67 on-site observations of the implementation of a Member's
- 68 Behavior Plan for each Division supported congregate setting
- 69 where the Behavior Plan is being implemented, prepare a report
- 70 documenting the observations, and place the report in the
- 71 Member's case file.

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- 73 3. During the on-site observations, the Behavior Plan Writer or
- 74 monitoring designee shall monitor the following:
- 75 a. The accurate and consistent implementation as intended of
- 76 the Behavior Plan;
- 77 b. Data collection and documentation collection as required;
- 78 c. The Member's progress towards reaching goals; and
- 79 d. Identifying if revisions to the Behavior Plan are necessary
- 80 and what those revisions might be.
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- 83 4. The Service Provider running the congregate setting where the
- 84 Behavior Plan is being implemented shall:
- 85 a. Ensure the Behavior Plan is implemented as approved by
- 86 the PRC;
- 87 b. Ensure that all individuals implementing the Behavior Plan
- 88 have received training as specified in the Member's
- 89 Behavior Plan;
- 90 c. Maintain training records of all individuals specified in
- 91 R6-6-907;

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- 93 d. Ensure that objective and accurate data is maintained in
- 94 the Member's case file and a monthly data report sent to
- 95 the Division;
- 96 e. Evaluate the collected data and other pertinent information
- 97 at least monthly to measure the effectiveness of the
- 98 Behavior Plan; and
- 99 f. Review the effectiveness of the Behavior Plan with the
- 100 Planning Team at least every 90 days.