FBA \ BIP Implementation Process

	Description	Notes & Supporting Documents	Required Documents	Suggested Timeframe
1	**Choose student:** Considerations form, parent consent and begin gathering archival data (looking over student history)	Who are the members of the team that will engage in the full process? Who are the Core members? Who are the adjunct members? Assign roles: Regardless of title (administrator, teacher, etc.), a team member could act as the *Lead/Coordinator, Data Gather/Analysis, Interviewers, Observer/Data collector, Intervention Contributors, Writer, Teacher of Skills* Considerations Form: https://docs.google.com/document/d/1LxUjqO82j5uwA8m4pHwrAPxvA3Fivyt3/edit?usp=drive_link&ouid=117430223332718811911&rtpof=true&sd=true	Required: Considerations Form for PBIS	Week 1

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2	**Formal Indirect data collection (Interviews & Archival data)**: interview the teachers/staff, parent and student (use Functional Assessment Checklist for Student and Teacher & Staff, Parent Interview forms); should interview all teachers and then which teachers scored high- can then do a deeper interview. Interview the parent and then the student, as well as, the global archival data resources	Who are the members of the team that will engage in the interview process? Who is interviewing teachers? Who is interviewing the student? Who is interviewing the parent? What specific documents need to be collected? Interview Tools: https://drive.google.com/drive/folders/1FSZ7Rd2z7KDnzxV_EPmG0nCN86KsSqZA?usp=drive_link		Week 2-3

	Description	Notes & Supporting Documents	Required Documents	Suggested Timeframe
3	**Initial Hypothesis:** The team will review and discuss patterns in the indirect data collected to draft the initial hypothesis diagram/statement. What patterns were identified? Choose and operationalize the target behavior. What are the possible setting event(s), identified triggers/antecedents; reported consequences to infer the primary function of behavior. The team is putting it all together - very specific with behaviors - if using disruptive behavior as a response class (what specific behavior falls under that umbrella).	Schedule meeting to facilitate Initial Hypothesis Discussion and review indirect data and interviews to check for trends. Interview Graphic Organizer https://docs.google.com/document/d/1mh95ENiJZJLML6JasV_Hz5i526VV603O/edit?usp=sharing&ouid=117430223332718811911&rtpof=true&sd=true Functional Hypothesis Diagram/Statement https://docs.google.com/document/d/1HscZ8a_hqypkGBYJMnv2gHVmXrCvN1PF/edit?usp=drive_link&ouid=117430223332718811911&rtpof=true&sd=true		Week 3

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4	**Direct data collect phase:** use the indirect data and initial hypothesis diagram/statement to develop a schedule to preform direct data collection (ABC observation & Baseline) confirm the initial hypothesis diagram/statement (ABC Observations) and develop baseline measures (Frequency, Duration and/or Intensity) which will be use to determine effectiveness of intervention(s) (outcomes) during progress monitoring.	Develop a schedule of when and by whom the data will be collected. Who are the members of the team doing the ABC observations to confirm hypothesis statement? Who are the members collecting baseline measures to be used as reference to measure future outcomes? When will data be collected/develop a schedule? ABC Observation Tool https://docs.google.com/document/d/1vn29moMIXPiNbzwrX41KSQ1D-FaUZKMx/edit?usp=drive_link&ouid=117430223332718811911&rtpof=true&sd=true		Week 4-6

	Description	Notes & Supporting Documents	Required Documents	Suggested Timeframe
5	**Review the Direct Data Collection & finalize Hypothesis statement:** to confirm initial hypothesis with confidence to finalize your working hypothesis diagram/statement	Schedule meeting to review the direct data. Summary of behavior tool: https://docs.google.com/document/d/1XmOi5rgMpUfgoqo0mSD2l9PuN_e82PeR/edit?usp=drive_link&ouid=117430223332718811911&rtpof=true&sd=true		Week 6

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	Description	Notes & Supporting Documents	Required Documents	Suggested Timeframe
6	**Functionally Equivalent Replacement Behavior (FERB)** once the hypothesis is finalized- suggest a functionally equivalent replacement behavior: Serves same function as target behavior, Is more effective and efficient as target behavior and more socially appropriate.	**FBA is complete!** Complete required NYC DOE FBA Form Competing Behavior Pathway Tool to map out desired behavior and functionally equivalent **replacement behavior** (FERB): https://docs.google.com/document/d/1yLggF-BClOX5yxBWnAkIMcT2Nxd4snh2/edit?usp=drive_link&ouid=117430223332718811911&rtpof=true&sd=true	Required FBA Form	Week 6-7

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	Description	Notes & Supporting Documents	Required Documents	Suggested Timeframe
7	**BIP Creation/Craft interventions and supports:** craft interventions & supports based on and in response to the elements of the finalized hypothesis statement and replacement behavior	**Complete and upload Considerations Form and upload into SESIS** **Draft Behavior Intervention Plan and Complete required NYC DOE BIP Form** Schedule meeting to create interventions and strategies. Use Completing Behavior Pathway and Identifying behavior intervention strategies worksheet/graphic organizer to craft interventions to Prevent-Teach-Reinforce https://docs.google.com/document/d/1yLggF-BClOX5yxBWnAkIMcT2Nxd4snh2/edit?usp=drive_link&ouid=117430223332718811911&rtpof=true&sd=true	Considerations Form for PBIS Required BIP From	Week 8-9

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	Description	Notes & Supporting Documents	Required Documents	Suggested Timeframe
8	**Finalize BIP: Conduct IEP meeting with parent to review plan**	Schedule an IEP meeting to review plan, obtain feedback (including family and the student) and finalize the FBA & BIP documents Upload into SESIS and modify the IEP to include assessment data, planned interventions and goals.		Week 9

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	Description	Notes & Supporting Documents	Required Documents	Suggested Timeframe
9	**Implement Behavior Intervention Plan**	Meet with adults expected to implement the BIP to review, explain and teach expectations and responsibilities. Meet with the student to review plan, explain and teach replacement behavior(s) Implement plan to greatest fidelity! Collect daily progress monitoring data		Begin implementation

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	Description	Notes & Supporting Documents	Required Documents	Suggested Timeframe
10	**Progress Monitor BIP at established progress monitoring schedule** Check for fidelity of implementation and review outcome data (frequency, duration and/or intensity as determined in FBA baseline data collection) to make decisions to continue, modify or discontinue the plan.	Fidelity Tool https://docs.google.com/document/d/18iUMrk--RP898nwXYpNlYD322luq5yqH/edit?usp=drive_link&ouid=117430223332718811911&rtpof=true&sd=true		Initial progress monitor meeting at 2 weeks after implementation, then team decides meaningful schedule after initial meeting

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