

Behavior Support Plan Progress Note Checklist

Level I Behavior Support Plan

- ☐ Updated behavior data summary is ideally graphed.
- ☐ Changes to related individual's behavior is documented e.g progress, maintenance, increased.
 - ☐ Summary of any significant behavioral incidents.
- ☐ Changes made to BSP, and/or supports, are listed and summarized.
- ☐ Results of in-person observations i.e. fidelity checks, IOA are detailed.
- ☐ Medical, and/or psychiatric, status updates are encapsulated.
- ☐ All medication changes listed.
- ☐ Any new staff trainings that have occurred are mentioned.
 - ☐ Number of staff trained, along with dates of training, are recorded.

Progress notes are due every 90 days.

Level II Behavior Support Plan

- ☐ All steps for Level I BSP's are completed.
- ☐ Level II behavior strategies status summarized.
 - Correction
 - Negative Practice
 - Response Cost
 - Satiation
 - Time-out for positive reinforcement

Progress notes are due every 90 days.

Level III Behavior Support Plan

- ☐ All steps for Level I BSP progress note completed and Level II strategy information included.
 - ☐ Summary of behavior status regarding all level III strategies.
 - ☐ Fading schedule status updated for all strategies.
 - ☐ Dates included for most recent BMC and HRC approvals, for all restrictions.
 - Aversion Stimulation
 - Manual Restraint/s
 - Meal Modification/s
 - Mechanical Restraint/s
 - Overcorrection, with or without, Positive Practice
 - Response Cost
 - Sensory Masking
 - Time-out from Positive Reinforcement
 - Time-out from Positive Reinforcement in designated room
- Any highly aversive technique not specifically listed in this circular such as electric shock, contingent slapping, automated vapor spray, etc. may not be used under the terms of this circular without specific review and approval by the Division Director and the appointment of a guardian ad litem when appropriate.

Progress notes are due every 30 days.