

Functional Behavior Assessment (FBA) and Behavior Support Plan (BSP) Checklist

*The FBA and BSP can be written as separate documents or as a blended document. Be sure to include all the required information. Use this checklist to capture the pertinent details required for the FBA and BSP, as specified in Division Circular #34. If your agency does not have an FBA and/or BSP template, please get in touch with ddd.resourceteam@dhs.nj.gov for sample templates.

Functional Behavior Assessment (FBA) including all target behaviors

- ☐ Indirect Assessment
 - ☐ Description of the presenting problem
 - ☐ Background information
 - ☐ Description of previous interventions and effectiveness.
 - ☐ Medical rule-in/rule-out if applicable
 - ☐ Records Review (current and historical)
 - ☐ All pertinent records have been reviewed e.g. Data charts, Incident Reports, FBA/BSP's, ISP's Psychological Reports, Medical Reports, etc.
 - ☐ Structured Interviews (FAST, MAS, QABF, FAI, IISCA etc.)
- ☐ Descriptive assessment
 - ☐ Baseline data
 - ☐ Direct observation of the individual
 - ☐ Preference assessment
- ☐ Hypothesis of Function
- ☐ Recommendations for BSP strategies based on identified function/s

The Information collected in the Functional Behavioral Assessment (FBA) will be used to guide the Behavioral Support Plan (BSP).



Behavior Support Plan (BSP) The BSP to be informed by the results of the functional assessment

- ☐ Summary of the presenting problem.
- ☐ Summary of background information.
- ☐ Summary of description of previous interventions and effectiveness
- ☐ Environmental Manipulations
- ☐ Proactive Strategies
 - ☐ Skills training/teaching
 - ☐ Included detailed instruction set/s showing how to implement each strategy/skill
- ☐ Reactive Strategies
 - ☐ If needed, level II or Level III plan strategies
 - ☐ Included detailed instruction set/s showing how to implement each strategy
- ☐ Data to be collected
- ☐ Risks and benefits of intervention
- ☐ Generalization and maintenance
- ☐ Goals, objectives, and criteria for fading plan
- ☐ Optional: Quick BSP reference sheet (1 page document)
- ☐ If Level III plan:
 - ☐ Strategies for use of restriction/s
 - ☐ Fading plan for each restriction