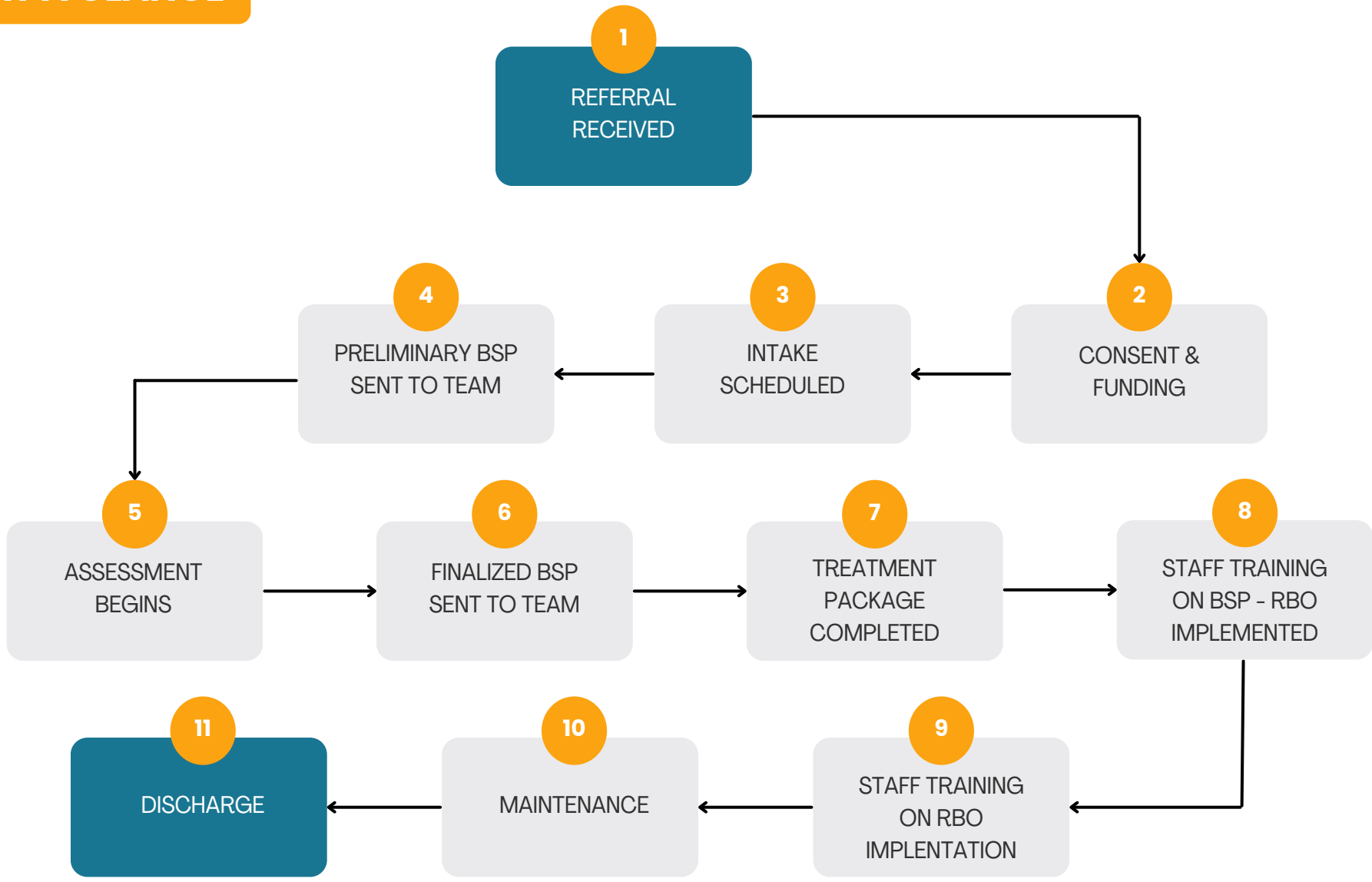
Behavior Supports

RUDOLPH COMMUNITY AND CARE

AT A GLANCE



RCC Proprietary

Consultation Process

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Step 1

Starting Services

- A referral is received.
- The PSP obtains consent and funding.
- An intake meeting is scheduled to plan next steps.
- The PSP starts an email thread with the team, guardian, and case manager.
- A Preliminary BSP is completed within 15 days and shared with the team.
- The PSA sets up a behavior binder in the home and trains staff to use it.

Step 2

Indirect Observation & Assessment

- The PSA reviews staff notes from the last few months to identify behavior patterns.
- The PSA may interview staff and review relevant reports or records.
- All information is saved in the person's shared folder.

Step 3

Direct Observation & Assessment

- The PSP and PSA visit the person's home several times to observe behavior and staff interactions.
- Observations include watching quietly, building rapport, and giving staff feedback.
- At least three observations are done before identifying causes of behaviors or writing goals.
- The team provides constructive feedback and collaborates on solutions.

Step 4

(Optional) Funtional Analysis

- A Board Certified Behavior Analyst (BCBA) may perform a specialized assessment (PFA) with guardian consent to understand the reason behind behaviors.

Step 5

Treatment Plan Development

- The PSP writes a final Behavior Support Plan (BSP) based on assessment results.
- The BSP includes goals, strategies, and replacement behaviors (new skills to teach instead of problem behaviors).
- The guardian must review and approve the plan before implementation begins.
- The finalized plan is uploaded to the shared system (Therap).

Step 6

Staff Training

- PSP or PSA trains staff on how to follow the BSP using hands-on teaching methods.
- Staff performance is checked using a fidelity checklist to ensure understanding.

Consultation Process (cont.)

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Step 7

Implementing New Skills (RBO Phase)

- For about 10 weeks, the PSA runs structured sessions to teach the new replacement behavior.
- Data is collected and graphed after each session.
- The PSP observes to ensure the plan is being followed correctly.

Step 8

Staff-Led Implementation

- Staff begin running the program themselves, with ongoing feedback.
- Staff must show they can do the plan correctly before taking it over independently.

Step 9

Maintenance

- After three months of success, the person maintains progress with minimal support.
- The PSP or PSA checks in monthly by email and stops in-person visits unless needed.

Step 10

Discharge

- Services end when the person leaves, no longer needs support, or chooses to stop.
- Services may also end if the guardian withdraws consent or the team stops participating.
- The PSP writes a Summary of Services and shares it with the team.
- The case manager is informed to close authorization, and files are archived.

Housekeeping & Units

This guide outlines how PBS services are provided to help individuals improve behavior and quality of life. Each step can be adjusted to meet the person's unique needs. For questions about this process, please contact your assigned PSP or PSA.

Typical Unit Structure:

- PSP - 208 units spread across steps.
- PSA - 516 units spread across steps.