Syllabus

REHB 594: Internship in Behavior Analysis
REHB 595: Practicum in Behavior Analysis
Spring 2016

Instructions

Mark Dixon, Ph.D., BCBA-D
Email: mdixon@siu.edu
Office Hours: By appointment.

Field Experience Coordinator

Jacob Daar, M.A., BCBA
Email: Jdaar@siu.edu
Office Hours: By appointment

Supervisors

Albert Malkin, M.S., BCBA
Email: Amalkin@siu.edu
Ashley Shayter, M.S., BCBA
Email: Ashayer@siu.edu

Matt Johnson, M.S., BCBA
Email: m.l.johnson@siu.edu
Kyle Rowsey, M.S., BCBA
Email: Rowsey27@siu.edu

Ryan Speelman, M.S., BCBA
Email: Speelmanryan@siu.edu
John Pingo, PhD, BCBA-D
Email: jpingo@siu.edu

Course Objectives

The primary objective of this course is to deliver to students an experiential exposure to behavior analytic procedures and consulting practices. As an accredited intensive practicum provider, this course is designed to meet the experience standards and supervisory requirements as stipulated by the BACB (1/15/2016).

Upon successful completion of this class students can expect to have:
- Engaged in ethical delivery of behavior analytic services.
- Participated in the discussion and presentation of behavior analytic principles and philosophies
- Gained practice in defining behaviors and behavior analytic principles as they apply to service delivery.
- Assisted in the functional assessment of problematic behaviors using various methods
- Selected and implemented appropriate behavior change procedures
- Evaluated treatment outcomes and provided on-going assessment
- Appropriately displayed and accurately interpreted behavioral data
- Learned to develop support systems for behavioral interventions
Site Requirements:

All students are expected to acquire an appropriate site to carry out their behavior analytic work. This site may include treatment centers, day-programs, resident facilities, classrooms, and clinic environments. OBM sites may be approved by your supervisor. All sites must include potential clients who are human and are appropriate for behavior analytic services.

In order to ensure that the selected site is approved, all students must complete the Site Approval worksheet. If your supervisor does not approve your site, an alternative site must be selected. All sites require the approval of your course supervisor and the appropriate agent of the site, i.e. day-program supervisor, classroom teacher, etc.

Any hours obtained while at a site that has not been approved by your supervisor will not be counted toward the BACB experience verification form or for class credit.

Hours Requirement:

All students must engage in behavior analytic activities for at least 10 hours each week and no more than 30 hours a week in order to have those hours count toward the BACB requirements. Internship students are required to engage in an additional 10 hours, for a minimum of 20 hours, each week. Overall, practicum students must engage in 150 hours a semester and internship students 300. As supervision is only provided by SIU for 2 hours per week, 20 hours a week is the effective maximum a student may accrue due to supervision requirements.

Please note, that hours can only be gained in one type of BACB approved experience during each supervisory period (each week). In other words, you cannot gain hours in Intensive Practicum through SIU and independent supervision from a BCBA at your own site during a given week. However, hours obtained during different weeks can be gained from different experience types. As SIU is an accredited Intensive Practicum provider, hours earned through SIU will count for 2 hours for every hour earned toward the BACB certificate. Students may opt to not acquire BACB hours during through this course, however, are still responsible for course requirements including engaging in the specified number of hours each week.

Appropriate Clients and Activities:

According to the BACB, appropriate clients “may be any persons for whom behavior-analytic services are appropriate. However, the supervisee may not be related to the client or the client’s primary caretaker or be the client’s primary caretaker. Supervisees must work with multiple clients during the experience period. (Also, see the following relevant sections of the Guidelines for Responsible Conduct for Behavior Analysts: 1.06, 1.07, 2.0, 3.01, 3.03, 3.04, 3.05, 4.0, and 9.07.)” Hours earned while working with
inappropriate clients will not be included on the BACB Experience Verification Form nor count toward class credit.

Only activities related to the duties of a professional behavior analyst will be included towards your courses hour requirement. These activities are described in the BACB content task list which can be found at http://www.bacb.com/index.php?page=100248
All activities performed for this course must be documented as having fallen under one of the alpha-numeric codes listed in the task list.

Generally these activities will include:
- Conducting assessments related to the need for behavioral intervention (e.g., stimulus preference assessment, functional assessment, staff performance assessment);
- Designing, implementing, and systematically monitoring skill-acquisition and behavior-reduction programs;
- Overseeing the implementation of behavior-analytic programs by others;
- Training, designing behavioral systems, and performance management;
- Other activities normally performed by a behavior analyst that are directly related to behavior analysis such as attending planning meetings regarding the behavior analytic program, researching the literature related to the program, and talking to individuals about the program.

Activities that do not qualify include attending meetings with little or no behavior analytic focus, performing administrative duties, billing, etc. Determination of the appropriateness of all activities will be left to the discretion of your SIU supervisor.

In keeping with BACB requirements, no more than 50% of hours gained through this experience should be spent directly implementing ABA programs. In other words at least 50% of time accrued must be spent conducting observations, analyzing and presenting data, developing behavior support programs, evaluating outcomes, etc. This requirement is in place to ensure that individuals acquire the necessary skills to perform all the jobs of a consulting BCBA rather than simply act as a technician.

**NOTE:** SIU provides an intensive practicum experience. For this reason, you may be asked to go above and beyond the typical duties required by your site. This may include additional activities such as assessment, data collection, program write-ups, procedure implementations, etc. which are not normally required by your site’s procedures. Furthermore, you may be asked to complete behavior analytic assignments or activities that require you to seek experience outside of your primary site, such as research recruitment and protocol administration. If you choose your place of employment as an experience site and your onsite boss does not approve of the assignments, activities, or tasks provided to you by your SIU supervisor, you may need to find another site or make special arrangements to complete those tasks.
Activity Logs

Each student will be required to maintain an on-going excel sheet of his or her activities including the time and place of engagement in activities, the specific activities performed, the content areas included in that activity, and the nature of the activity, i.e. direct implementation, supervision, in-situ observation of skills, etc. In addition to these records, each student must obtain a signature from their site’s supervising agent on the “Weekly Activity Log” work sheet. Individual supervisors may require additional record of internship activities.

Supervision Contract:
Students are required to sign the course Supervision Contract in order to begin the supervisory relationship. This contract stipulates the specific conditions of supervision and your supervisor’s terms for signing the BACB required supervision and experience verification forms. Supervision cannot begin until your supervisor has received an original signed copy of this contract. Contracts can be mailed to your supervisor using the following mail address:

Supervisory Process:

According to BACB requirements, intensive practicum students (both SIU practicum and internship courses) require that at least 10% of the total hours gained be conducted under supervision. 50% of supervision must be conducted on a one on one basis. This means that if you work 10 hours, 9 hours should be doing behavior analytic work and 1 hour must be in supervision with at least 30 minutes in an individual supervision session. Most SIU supervisors will ask that you attend one group supervisory meeting and one individual supervisory meeting each week. Supervisory meetings will be conducted using VSEE and will be scheduled with you by your supervisor.

In addition to the two meeting a week requirement, each supervisor must provide direct observation supervision of the supervisee while working with a client during each supervisory period (each week). This can be accomplished by either working with a client while your supervisor is present or during a webchat session, by video recording yourself while working with a client, recording episodes of behavior that you and your supervisor can then observe together, etc. Direct Supervision videos should be no less than 15min each week. As confidentiality must be maintained, all students must complete the Permission to Conduct Video Supervision form for each client prior to submitting video for supervision. Students are expected to present their videos each week during individual sessions. If a student does not have a video for direct supervision, it is at the supervisor’s discretion whether to continue to provide individual supervision for that day. Transmission of videos will be done via OneDrive accessible through SIU’s Office 365 suite or through screen sharing during VSee webchats.

Supervision forms will be signed, scanned, and emailed to students the week after each supervisory period. At the end of the semester, the supervisor will email the
original copies of the supervision forms and the BACB Experience Verification Form. Supervision forms will only be signed each week when all requirements for supervision for that week have been met. These include:

- A completed and signed Activity Log
- Attendance of an individual supervision meeting
- Attendance of a group supervision meeting
- Direct observation (video recording) of behavior analytic activities was provided and reviewed with supervisor.
- Completion of specific assignments given by the supervisor.

Supervision sessions may need to be rescheduled from time to time in order to accommodate changes in schedules; you and your supervisor will both be responsible for notifying the other party of the need for rescheduling in a timely manner.

Repeated failure to complete the requirements may result in your supervisor declining from signing the BACB experience verification form at the end of the semester (see Supervision Contract).

**Case Study/ Research Project:**

All students will be expected to complete a written manuscript based on their work. This manuscript will either take the form of a case study or a research project. Case studies include the presentation of a client’s case from intake through program evaluation. Research projects include the application of a research design in order to answer an appropriate research question. These writing assignments include the following components.

<table>
<thead>
<tr>
<th>Case Study</th>
<th>Research Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Case Background</td>
<td>• Abstract</td>
</tr>
<tr>
<td>• Functional Behavior Assessment</td>
<td>• Introduction</td>
</tr>
<tr>
<td>• Behavior Support Program</td>
<td>• Methods</td>
</tr>
<tr>
<td>• Program Evaluation/ Progress</td>
<td>• Results</td>
</tr>
<tr>
<td>Report</td>
<td>• Discussion</td>
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</tbody>
</table>

All manuscripts should be formatted to meet APA 6th edition standards. Manuscripts will be graded on technical and professional adequacy.

**HSC Requirement:**

All students must complete either the CITI or NIH human subjects training by the second week of class. These trainings can be found on the website for the SIU Office of Sponsored Projects Administration: Human Subjects page (http://www.ospa.siu.edu/compliance/human-subjects/forms-and-training.html). Proof of completion must be provided in the form of a scanned copy of the certificate provided by the training websites.
BACB Supervisee Registration:

All students must register with the BACB and complete the Supervisee Training Module on the BACB portal website. No hours can be recorded until this is completed.

Assignments:

Throughout the semester your supervisor will give you specific assignments related to specific behavior analytic procedures or research protocols. These assignments must be completed by the due date provided by your supervisor. Each of these assignments will be worth 25pts. More details will be provided on each project later in the semester.

Grades

Grades will be determined by the percentage of 650 possible points that you earn.

<table>
<thead>
<tr>
<th>Activity Logs (15 @ 10 pts)</th>
<th>= 150 points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual Supervision Meetings (15 @ 10pts)</td>
<td>= 150 points</td>
</tr>
<tr>
<td>Group Supervision Meetings (15 @ 10pts)</td>
<td>= 150 points</td>
</tr>
<tr>
<td>Case Study / Research Project</td>
<td>= 150 points</td>
</tr>
<tr>
<td>HSC Training and BACB Supervisee Registration</td>
<td>= 25 points</td>
</tr>
<tr>
<td>Supervisory Contract and Site Approval</td>
<td>= 25 points</td>
</tr>
<tr>
<td>Assignments (4 @ 25pts)</td>
<td>= 100 points</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>750 points</strong></td>
</tr>
</tbody>
</table>

Letter Grades will be as follows:

- **A** 675 – 750pts
- **B** 600 – 674pts
- **C** 525 – 599pts
- **D** 450 – 424pts
- **F** 0 – 449pts

As per BACB rules concerning Accredited Intensive University Practicums, BACB Experience Verification forms will not be signed for any student who does not receive a passing grade, B (80%).

Academic Dishonesty

You are responsible for making yourself aware of understanding the policies and procedures in the University Catalog that pertain to Academic Integrity. These policies include cheating, fabrication, falsification and forgery, multiple submission, plagiarism, complicity and computer misuse. If evidence of any form of academic dishonesty is found, the student violating the Academic Honesty Policy of the University in a report to the Office of Student Judicial Affairs.

Disability Policy

Disability Support Services provides the required academic and programmatic support services to students with permanent and temporary disabilities. DSS
provides centralized coordination and referral services. To utilize DSS services, students must come to the DSS to open cases. The process involves interviews, reviews of student-supplied documentation, and completion of Disability Accommodation Agreements.  http://disabilityservices.siu.edu/

*****This syllabus is subject to modification to correct errors, and to make additions or deletions aimed at improving the course. *****