



Early Intervention Services

Tel: 646-237-3450

Fax: 646-237-3460

Individual Child's ABA Program Book

The program book tells you what skills to teach, and the programs are all compiled inside of the program book. The program book will remain a source of information, progress, goals, and data, throughout the duration of the therapeutic process.

Behavior Plan:

The behavior plan will examine the beginning stages of the process for conducting a Functional Behavior Assessment and writing a Behavior Intervention Plan. Data collection sheets of various styles, motivation assessments, direct observation, interviews, and questioning of the adults who work closely with the person, are a few tools that can be used.

Order of Program Book:

- Sign In Sheet –where anyone who will be running a session needs to record the time, date, and duration of the session so that we know how many hours of therapy the child is receiving.
- Preference Assessment, ABLLS/ VB-MAPP Assessments/Behavior Checklists – During the intake process, an observation and assessment should have been completed and kept in the program book to remind them of the goals that are most important to the parents
- Current BIP, FBA, Protocols –to know what problem behaviors are being targeted, and what procedures to use. Everyone on the team needs to know how to handle (and collect data on) challenging behaviors.
- Data Sheets – The data for start of the session.
- Manding Sheets –to track progress and make programming changes as necessary.
- Graphs –helps to visually see progress and enables quick decision making.
- Daily Session Notes –. Daily session notes should include a brief summary of the child's mood, behavior, and attending, as well as any particular areas of strength or deficit.



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Supervision Notes:

The ABA Supervisor writes supervision notes during supervision visits. This could include information about the programs, the data sheets, the staff schedule, etc. When each therapist arrives for a therapy session they should review the daily notes from the last session, data sheets, and the supervision notes to see if any changes have been made to programs.

Team meetings:

During the team meetings, the entire team should review the program book together looking over the data, programs, and session notes to discuss if any changes need to be made. Have therapists take turns to implement programs and watch each therapist work 1:1 with the child. In a group setting, this can provide extremely valuable feedback and tips on how to improve. Team meetings are also a great time to get the parents involved and they can receive instant feedback from the professionals present. If notes are taken during team meetings, they can also be stored inside of the program book for future review or as a record of what was discussed.