

Basic FBA to BIP Step x Step Guide

01 Step One

Teacher completes forms for preliminary data on ABCs:

- 1) [Routines Analysis \(RA\)](#)
 - 2) [ABC Tracker](#)
- Complete [RA](#) to ID prioritized routine (*N/A if teacher only has student for one subject/routine*)
 - Collect data on [ABC Tracker](#) for focus routine over 1-2 weeks
 - **Behavior Specialist** collects & reviews [ABC Tracker](#) completed by **teacher** for preliminary ABC.
 - For support complete [Basic FBA School-wide Module 1](#)

02 Step Two

Behavior Specialist starts Formal FBA

- 1) Gain Parental Consent (use local form or [template](#))
 - 2) Complete [Records Review](#)
 - 3) **Behavior Specialist** conducts FBA Interview with:
 - a) [FACTS - Part A \(Routines Analysis\)](#)
 - b) [FACTS - Part B \(ABC intervw\)](#)
- For support complete [Basic FBA Behavior Specialist Module 2](#)

03 Step Three

Behavior Specialist conducts observation using

- 1) [ABC Recording Form](#)
- Organize FBA information using
- 2) [FBA Summary form](#)
- Judge, are you confident enough to move to Intervention or do you need to do more assessment?
- For support complete [Basic FBA Behavior Specialist Module 3](#)

04 Step Four

Behavior Specialist transfers final [FBA Summary](#) to Competing Behavior Pathway on [Behavior Intervention Plan \(BIP\)](#)

Behavior Specialist completes the Competing Behavior Pathway and Generates Intervention Suggestions on the [Behavior Intervention Plan \(BIP\)](#) form

- For support complete [Basic FBA Behavior Specialist Modules 4 & 5](#)

05 Step Five

Behavior Specialist plans for and schedules BIP meeting by completing a:

- a) Draft of the [BIP form](#)
 - b) Draft of [Daily Point Card](#) (front)
 - c) Draft of [Successive Approx Worksheet](#) (if needed)
 - d) Print copy of [Table Tent](#)
- Ensure ALL pot'l implementers can attend
 - For support complete [Basic FBA Behavior Specialist Modules 4 & 5](#)

06 Step Six

Behavior Specialist leads BIP Meeting to complete the [Implementation Plan \(IP\)](#)

The team develops the [IP](#) based on ideas from the [Draft BIP](#)

The **Behavior Specialist** can use these tools to guide the meeting:

- a) [Script for the Competing Behavior Pathway](#)
 - b) [Contextual Fit Table Tent](#)
- Schedule follow-up mtg in 2 weeks

- For support complete [Basic FBA Behavior Specialist Module 6](#)

07 Step Seven

Behavior Specialist supports implementation by:

- a) Using the completed [IP](#) to ID interventions for the [Daily Point Card](#) (p. 2/back side)
 - b) Training staff how to implement the plan
- Staff** implement plan & collect data w/ [DP Card](#) (front & back) & give completed [DP Card](#) to **Behavior Specialist** to [Graph](#)

- For support complete [Basic FBA Behavior Specialist Modules 6 & 7](#)

08 Step Eight

Behavior Specialist convenes & leads a BIP Review meeting w/ team to complete the:

- 1) [BIP Review Mtg. Form](#)
- by reviewing the:
- a) [Implementation Plan](#) and
 - b) [Graph](#) of student data
- Team will add changes to the [BIP Review Mtg Form](#) as needed & schedule the next BIP Review meeting

- For support complete [Basic FBA Behavior Specialist Module 7](#)