

## Guidance and Goal Examples for Annual Supervisory Plans

An “Annual Supervisory Plan” is required for all Licensed Assistant Behavior Analysts, Temporary Licensed Behavior Analysts, and Temporary Licensed Assistant Behavior Analysts. The purpose of the “Annual Supervisory Plan” is not to create an undue burden upon applicants for licensure but to promote appropriate supervision and ensure opportunities for temporary licensees to acquire needed skill repertoires. The plan should contain “Goals for Supervision” that adhere to behavior analytic standards and reflect the full scope of practice of the applicant for licensure. This document was created by the Kentucky Applied Behavior Analyst Licensing Board to provide guidance and example of acceptable supervision goals.

1. The “Annual Supervisory Plan” should include goals that encompass the primary areas of the applicant’s practice and ongoing needs for further supervision and experience. For example, a Licensed Assistant Behavior Analyst who works with young children with autism in a clinical setting and with adults with traumatic brain injury in a group home should have distinct supervisory goals specific to the unique needs of the different populations and settings they serve. A Temporary Licensed Behavior Analyst whose job responsibilities include staff management should have supervisory goals pertaining to best practices in Organizational Behavior Management.
2. Goals should clearly state the expected behaviors on which the supervisor will evaluate the supervisee; the behaviors must be objective and directly observable. Goals should be tied directly to the current edition of the BACB’s BCBA / BCaBA Task List. The goal must also clearly state the satisfactory criteria for evaluation. Examples of acceptable goals include:
  - *Supervisee Smith will complete an initial draft of a functional assessment, including summaries of ecological variables (I-02) and hypothesized functions of behavior (I-04), of a client’s identified deceleration behaviors (I-06) with direct feedback from Supervisor Jones.*
  - *Supervisee Smith will collate skill acquisition data as provided by Supervisor Jones to complete a minimum of 3 VB-MAPP Milestones Assessment updates in 2018 (I-03).*
  - *Supervisee Smith will design and implement individualized behavioral assessment procedures (J-02) and analyze, organize, and interpret data (I-03, I-05) with feedback from Supervisor Jones.*
  - *Supervisee Smith will identify and address both practical and ethical considerations for an established intervention plan when evaluating treatment efficacy (J-09).*
3. Except when the supervisee has performed inadequately on the previous “Annual Report of Supervision” (i.e., ratings of “2-Marginal” or “1-Unsatisfactory”) on professional traits or parameters of job performance, the goals should emphasize the supervisee’s acquisition of new skills, rather than more general goals of this type. Examples of unacceptable goals include:
  - *Supervisee Smith will complete CPR and First Aid trainings by October 2018.*
  - *Supervisee Smith will maintain a minimum of a 3.0 GPA in ongoing coursework toward an M.A. in Applied Behavior Analysis.*
  - *Supervisee Smith will complete a minimum of 10 hours of continuing education courses.*
  - *Supervisee Smith will attend 90% of direct ABA therapy sessions as scheduled.*
4. Ensure compliance with supervision by reviewing 201 KAR 43:050, Requirements for supervision.