Behavior Management Time Estimate

Client: _____

Date:_____

	Service Intensity	Description	Hours/Month
	MINIMAL	Behavior Program in place, low frequency or low intensity behaviors, no psychotropics, requires periodic follow along and monitoring Plus 1 hour (4 units a month) mandatory meeting with HSPP.	**5.5** (268 units/year) **1** (12 units/year)
	MODERATE	Behavior Program in place but needs careful monitoring/revision, behaviors cause significant disruption, treatment extends across settings, procedures may involve some restriction of rights Plus 1 hour (4 units a month) mandatory meeting with HSPP.	**8.0** (376 units/year) **1** (12 units/year)
	HIGHLY RESTRICTIVE	Behavior program in place but needs careful monitoring and frequent revision, highly restrictive procedures are used (medication/restraint), behaviors cause injury to self or others, periodic revisions of psychotropic treatment program Plus 1 hour (4 units a month) mandatory meeting with HSPP.	**13.0** (602 units/year) **1** (12 units/year)
	NEW CLIENT ASSESSMENT	New client which requires completion of Functional Behavior Assessment, design and writing of new behavior plan, writing of psychotropic treatment program, initial training of staff on the behavior plan (all to be completed within 90 days of NOA) Plus 1 hour (4 units a month) mandatory meeting with HSPP.	**Total Hours** **Min = 6.0** **Mod = 8.0** **HR = 10.0** +3 hours for the first 90 days

Behavioral Clinician: _____

Case Manager: _____

QMRP: _____

The above listed activities and time estimate are a necessary minimum to provide clinically responsible services to meet the needs of the identified individual.

HSPP level psychologist: _____

Level I clinician

Time Estimate/Minimal Service Intensity

Activity/Description	Number of Annual Units
Data Analysis: Summarize and synthesize behavioral data on a monthly basis (4 units/month)	**48.0**
Monthly Summary/Report: Prepare a monthly summary of data, client status (2 units/month)	**24.0**
Quarterly Summary/Report: Prepare a quarterly summary of data, client status (4 units/quarter)	**16.0**
Attend IDT Meetings: Attend Quarterly and Annual IDT meetings (6 units/quarter)	**24.0**
Supervision: Meet monthly with BMAN1 for supervision (1 unit/month BMAN2)	**12.0**
Client Contact: Direct client contact/observation (8 units/month)	**96.0**
Update FBA: Update/revise Functional Behavior Assessment on an annual basis (8 units/year)	**8.0**
Update BSP: Update/revise Behavior Support Plan on an annual basis (8 units/year)	**8.0**
Staff Training: Train staff on procedures in Behavior Support Plan (1 unit/month)	**12.0**
BMAN1 Supervision: Meet monthly with BMAN2 for supervision (1 unit/month), Review Quarterly Reports (4 units/year); Review FBA (2 units/ Year), Review BSP (2 units/year),	**20.0**

Justification for Additional Units:	

Time Estimate/Moderate Service Intensity

Activity/Description	Number of Annual Units
Data Analysis: Summarize and synthesize behavioral data on a monthly basis (4 units/month)	**48.0**
Monthly Summary/Report: Prepare a monthly summary of data, client status (2 units/month)	**24.0**
Quarterly Summary/Report: Prepare a quarterly summary of data, client status (4 units/quarter)	**16.0**
Attend IDT Meetings: Attend Quarterly and Annual IDT meetings (6 units/quarter)	**24.0**
Supervision: Meet monthly with BMAN1 for supervision (1 unit/month BMAN2)	**12.0**
Client Contact: Direct client contact/observation (16 units/month)	**192.0**
Update FBA: Update/revise Functional Behavior Assessment on an annual basis (8 units/year)	**8.0**
Update BSP: Update/revise Behavior Support Plan on an annual basis (8 units/year)	**8.0**
Staff Training: Train staff on procedures in Behavior Support Plan (2 units/month)	**24.0**
BMAN1 Supervision: Meet monthly with BMAN2 for supervision (1 unit/month), Review Quarterly Reports (4 units/year); Review FBA (2 units/ Year), Review BSP (2 units/year),	**20.0**

Justification for Additional Units:	

B

Time Estimate/Highly Restrictive Service Intensity

Activity/Description	**Number of Annual Units**
Data Analysis: Summarize and synthesize behavioral data on a monthly basis (6 units/month)	**72.0**
Monthly Summary/Report: Prepare a monthly summary of data, client status (2 units/month)	**24.0**
Quarterly Summary/Report: Prepare a quarterly summary of data, client status (4 units/quarter)	**16.0**
Attend IDT Meetings: Attend Quarterly and Annual IDT meetings (6 units/quarter)	**24.0**
Supervision: Meet monthly with BMAN1 for supervision (2 units/month BMAN2)	**24.0**
Client Contact: Direct client contact/observation (24 units/month)	**288.0**
Update FBA: Update/revise Functional Behavior Assessment on an annual basis And as needed (12 units/year)	**12.0**
Update BSP: Update/revise Behavior Support Plan on an annual basis And as needed (16 units/year)	**16.0**
Medication Treatment Program: Write and update medication treatment program on An annual basis and as needed (12 units/year) ; Attend psychiatric consultations (12 units/year)	**24.0**
Staff Training: Train staff on procedures in Behavior Support Plan (4 units/month)	**48.0**
BMAN1 Supervision: Meet monthly with BMAN2 for supervision (2 units/month), Review Quarterly Reports (4 units/year); Review FBA (4 units/ Year), Review BSP (4 units/year), Review Medication Treatment Program (4 units/year)	**64.0**

Justification for Additional Units:	

New Client Assessment

The Units for a New Client Assessment are those needed for the first 90 days following NOA. These units are in addition to the units required for ongoing service based on the identified level of service intensity.

Activity/Description	Number of Annual Units
Complete FBA: Review records, interview staff, administer and score assessments, write FBA document (Minimal intensity—8 units; Moderate intensity—12 Units; Highly restrictive intensity—16 units)	**Total Units** **Min = 8.0** **Mod = 12.0** **HR =16.0**
Complete BSP: Behavioral observation of client, meet with IDT, design data collection Procedure, write BSP, train staff on BSP procedures (Minimal intensity—8 units; Moderate intensity—12 units; Highly restrictive intensity—16 units)	**Total Units** **Min = 8.0** **Mod = 12.0** **HR = 16.0**
Complete Medication Treatment Program: Review medication records, in collaboration with consulting psychiatrist and BMAN1 write treatment program (8 units)	**Total Units** **Min = 8.0** **Mod = 8.0** **HR = 8.0**
Justification for Additional Units:	

_____ _____

Behavioral Consultant **Date**

_____ _____

H.S.P.P. **Date**

_____ _____

Case Manager **Date**