



Practicum Student/Fieldwork Skills Checklist

Skills - Level 1: 0-1000 hours	Date Introduced	Date Proficient	Resource/Notes
Student signs contracts with all supervisors at agency			
Review fieldwork hours and plan to meet the 1500/2000			
Student demonstrates complete understanding of fieldwork guidelines			
Student and supervisor have a consistent documentation system			
DTT/NET/PRT/ESDM Explanations; teaching styles in ABA, how does your agency teach			
Review Functions of Behavior (Attention, Escape, Tangible, Automatic)			
Review Verbal Behavior			
Review VBMAP Protocol and graphs			
Review ABLLS Protocol and graphs			
Prioritizing/Identifying target behaviors			
Goal writing - VBMAP			
Goal writing - ABLLS			
How to write a goal outside of CR (include set up, materials, SD, prompting hierarchy, prompt strategy and key, targets, etc)			
Complete Central Reach (EMR) Checklist (In all practicum folder)			
Create paper data sheets			
Using paper data sheets - Data/Percentages/Graphing			
Preference Assessments (MSW, MSWO, Free Operant, Paired) - (In all practicum folder)			
Creating Task Analysis (Forward Chaining, Backward Chaining, Total Task Chaining)			

Continuous Measurement			
Discontinuous Measurement			
Types of IOA Data			
Practice Taking IOA Data			
Review types of graphs, how to read them, and when they are used (Line Graph, Multielement Graph, Multiple baseline Graph, Reversal Graph, Celeration Chart, Cumulative Record)			
Reviewing trend, level, and variability			
Blossom Data Analysis Sheets			
Scatterplots			
Create/Find materials for programming			
Token economy Protocols			
Contingency Contracts			
Group contingencies			
ABC Data Collection			
How to find Research Articles/article review (2-3 articles)			
How to write a program from a research article			
Functional Behavior Assessments (indirect)			
Review Full BIPS			
Review Abbreviated BIPS			
Observe Initial Assessment			
Observe Re-Assessment			
Participate in Initial Assessment			
Participate in Re-Assessment			
Professional Skill: Displays Time Management			
Soft skill: Receiving feedback			
Soft Skill: Personable/Approachable			
Soft Skills: Admin Difficulties			
Soft Skills: Active Listening			
Soft Skills: Demonstrate Compassion and Empathy			
Creating and Explaining Benefits of Social Stories			
Task List A			

Task List B			
Task List E			
Task List C			
Task List D			

Skills- Level 2: 500-1000 hours	Date Introduced	Date Proficient	Resource/Notes
Functional Analysis/ISSCA			
Discuss Replacement Skills - How these tie into client goals			
Discuss Antecedent Strategies			
Discuss Consequence Strategies			
Reinforcement Schedules			
Discussing fading reinforcement			
Goal selection outside of Skills Assessments- based on ASD core symptoms			
Goal writing- ABLLS			
Goal writing- AFLS			
Goal writing: PEAK			
Goal writing: Behavior reduction			
Goal writing: DLS			
Goal Writing: Parent Goals			
Goal writing: Socially Savvy			
Toilet Training Strategies (intensive vs non-intensive) – Current research			
Co-Morbidities as it applies to background information and goal writing			
Initial assessment - practice background information			
Initial assessment - practice goal writing and recommendations			
Re-assessment - goal updates			
Re-assessment - selecting areas to test and new goals			
Full Re-assessment writeup - practice			
Full initial assessment writeup - practice			
Review Stimulus Equivalence			
Review Relational Frame Theory			

Review Acceptance and Commitment Therapy			
Review Punishment Procedures			
Review Self-Management Strategies (clients and staff)			
Supervision Observations			
Mock Supervision Practice and Documentation			
Parent Coaching Observation			
Mock Parent Coaching Session			
Mock Parent Coaching Session in Community			
Mock Parent Coaching Session In Home			
Role Play Difficult Parent Scenarios			
Role Play Difficult Technician Scenarios			
Soft Skills: Collaboration with other disciplines			
Soft Skills: Communication with families or other disciplines - use everyday language- limit jargon			
Role Play: Identify when to seek out other BCBAs/disciplines			
Role Play: Advocating against unethical situations (receiving a harmful therapy, request to engage in unethical behavior, etc. - see decision making tree article)			
Review Behavior Skills Training			
Role Play: Teaching using BST			
Role Play: Feedback to Technician			
Create mock or client BIP (Blossom Template)			
Modifying Mock or Client BIP			
FAI tool (fast, QABF, etc)			
Task list H			
Tast list G			
Task List F			
Task list I			

Skills - Level 3: 1000-1500/2000 hours	Date Introduced	Date Proficient	Resource/Notes
Talking points/Document for parent training			
Run initial/reassessment with oversight (should have participated in at least 3 assessments satisfactorily)			
Practice writing discharge reports			
Goal Writing: Discharge Criteria/Transition plan			
Goal writing: How to target academic skills for insurance (if relevant to client)			
Goal writing guidance based on medically necessary criteria for deficits of ASD			
Discuss how to support in an IEP			
Identify supervision requirements (Expectations per insurance funders, BACB best practices)			
Identify appropriate dosage recommendations (1:1 hours, supervision hours, parent training hours)			
Mock/practice - Addendum to increase or decrease hours			
Mock/practice - Insurance Submission			
Role Play: Training staff or parent on BIP			
Role Play: Training technician on a program (targets within sessions)			
Role Play Advocating for clients and families to other services (IEP, pediatrician, etc) Role Play: Providing feedback to a non-familiar technician			
Role Play: Providing feedback to parents on BIP/program implementation			

Mock - Writing Performance Improvement Plan for Staff			
Parent Coaching with Supervisor oversight			
Identifying Credentialling and Medical practice information			
Identifying Scenarios to call CPS & how to contact them			
Role Play: Terminating Staff			
Interview readiness: Applying for BCBA positions			
Interviewing & Selecting qualified staff as a BCBA			
Identifying other areas of practice for behavior analysts			
Practicing with Mock Exam (BDS Modules, PTBE Mock Exam)			