

BEHAVIOR INTERVENTION DOCUMENT DETAILS

The Behavior Intervention document is found within the "Other" Document Group. ****When you create an IEP, the BIP will automatically attach to the document and become embedded within it.**

ITEMS CONTAINED IN PROGRAM BEHAVIOR INTERVENTION PLAN

The following positive interventions are used within the student's program.

- Point sheet to reinforce positive behaviors
- Individual incentives/rewards
- Special activities/field trips
- Support of mental health therapist
- Student contracting

Interventions that typically occur in the classroom when addressing target behaviors are:

- Teacher/staff cue regarding behavior
- Planned ignoring of behavior
- Proximity control
- Verbal warning
- Verbal redirection
- Correction of unacceptable behaviors
- In-class timeout or removal from the group (sit in designated area quietly for a break)
- Office referral to process behavioral difficulty
- Expectation of positive correction of behavior by student
- Return to the program upon demonstration compliant behavior and a plan to make amends to those the student has harmed

Conditional Behavior Interventions that may be used:

A. **RESTRAINT** A restraint will be considered as a possible intervention in a situation deemed an emergency in which a student's behavior places themselves or others in danger. "Emergency" means a situation in which immediate intervention is necessary to protect a student or other individuals from physical injury, emotional abuse due to verbal and nonverbal threats and gestures, or to prevent severe property damage. The emergency intervention must be the least intrusive intervention possible to reasonably react to the emergency situation. This subpart does not prohibit staff persons from using reasonable force to protect themselves or other students as provided in Minnesota Statutes, Section 609.379. The restraint must be able to be done in a way that is considered safe to a student and staff, and when there are no other options available for dealing with the crisis. If a restraint occurs twice in one calendar month, an IEP team

meeting will be held to discuss a conditional behavior plan; conditional interventions will only be used in emergency situations.

B. EXCLUSIONARY TIMEOUT- Exclusionary timeout is a conditional procedure that may be used to address inappropriate target behaviors,(i.e. out-of-control behaviors such as disruptive behavior, threatening behavior, verbal aggression, and physical aggression), once the preceding interventions have been implemented with no behavioral changes. Exclusionary timeout will be considered as a possible intervention in a situation deemed an emergency in which a student's behavior places themselves or others in danger. "Emergency" means a situation in which immediate intervention is necessary to protect a student or other individuals from physical injury, emotional abuse due to verbal and nonverbal threats and gestures, or to prevent severe property damage. The emergency intervention must be the least intrusive intervention possible to reasonably react to the emergency situation. Out-of-class timeout is an option when in-class interventions have not been successful. Student may spend up to one class period in a designated "breakout" room to regroup, process, and calm down. Class work can be provided and clinical staff may be utilized to monitor student behavior. Behavior interventions or therapists are available. Data will be kept regarding the use of this intervention. This information can be accessed to determine patterns in behavior and to check frequency and duration of target behavior.



C. OUT-OF-SCHOOL REMOVAL/SUSPENSION- Suspension may be utilized when, despite use of the previously stated intervention, the student behavior continues to disrupt the learning of others or when an extreme behavior occurs. Suspension serves as a consequence regarding behavior that cannot be tolerated and still maintain a safe and appropriate learning environment. Often when a student cannot de-escalate despite in-school interventions an out-of-school removal is necessary to provide a significant break in an escalating cycle of behavior. The student can be removed from school for one to five consecutive school days. Longer suspensions are reserved for extremely disruptive and/or dangerous behavior where safety is of concern (i.e. assault, serious threats, refusal of search, chemical violation, weapons violation, etc.) Data will be kept regarding the use of this intervention. This information can be accessed to determine patterns in behavior and to check frequency and duration of target behavior. Each suspension action shall include a readmission plan/meeting. If early removal is necessary and educational or clinical staff is unable to notify the parent/guardian, it may be necessary for the clinical and/or educational staff to utilize community resources such as the police department or the hospital to assist in managing a crisis situation.

The Behavior Intervention document contains two sections that must be completed before the document can be finalized:

a. Behavior Interventions

- b. Signatures
- c. Followup (Behavior Intervention Reviews)

Behavior Interventions

1.	Click the Create New Behavior Intervention Plan link on the Other link on the plan menu.	The Behavior Intervention Plan Definition page is displayed
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: auto;"> <p style="color: red;">*Start Date: <input type="text" value="7/12/2013"/> <input type="button" value="x"/> </p> <p>Stop Date: <input type="text"/> </p> <p>*Status: <input type="text" value="Draft"/> <input type="button" value="v"/></p> <p style="color: red;">*Require Emergency Restrictive Procedures? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> </div>		
2.	Enter the appropriate date(s).	Today's date is entered by default on most documents. If the BIP is for a specific time period, include the stop date, else it is optional
3.	Click the appropriate Require Emergency Restrictive Procedure radio button.	If Restrictive procedure is selected, certain areas on the Behavior Intervention page will be required and indicated in red.
4.	Click the Submit button.	The Behavior Interventions page is displayed with information to be completed.

Description of Target Behavior change	
Behaviors to Increase	
Detailed Description of Positive Interventions	
Baseline Measurement	
Detailed Description of the Conditional Procedure(s)	

5. Click in the text boxes and fill in or change all of the required information for this document according to your district's guidelines.

The items labeled with red text and an asterisk (*) are required information that must be filled in if they're not already.

If you don't know all of the information at this time, you may leave some of it blank, but you'll need to come back later and fill it in before you can finalize the document.

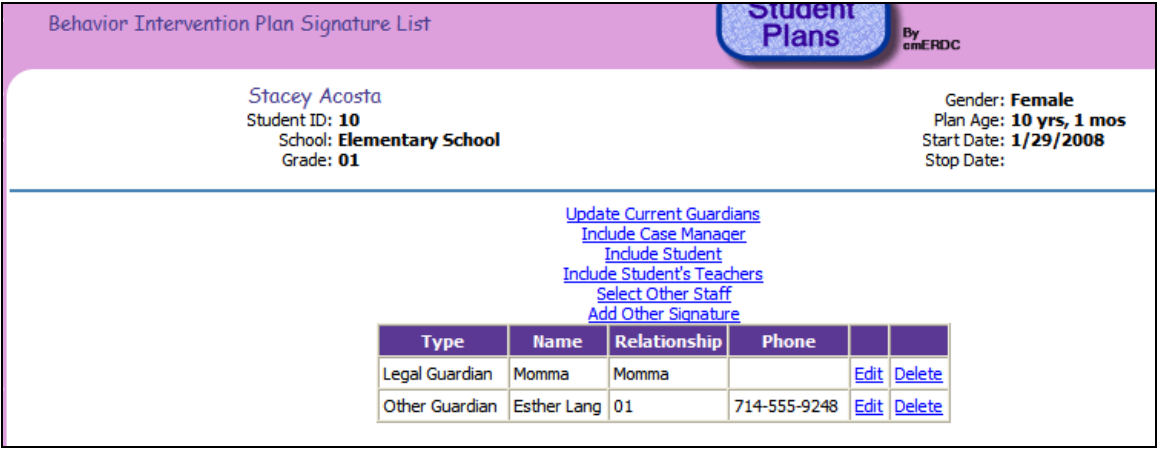
NOTE: The questions for the BIP are maintained in district/system template maintenance in the Behavior Intervention table

6. Click the Submit button

A message is displayed indicating that the information was saved.


Signatures

A Parent signature date is required to finalize a Behavior Intervention Plan.

<p>1. On the Behavior Plan Menu Bar, click Signatures.</p>	<p>The Signatures page is displayed. The information here is from the Student Guardians list and is populated from your SIS system.</p>																		
 <p>Behavior Intervention Plan Signature List</p> <p>Stacey Acosta Student ID: 10 School: Elementary School Grade: 01</p> <p>Gender: Female Plan Age: 10 yrs, 1 mos Start Date: 1/29/2008 Stop Date:</p> <p>Update Current Guardians Include Case Manager Include Student Include Student's Teachers Select Other Staff Add Other Signature</p> <table border="1"> <thead> <tr> <th>Type</th> <th>Name</th> <th>Relationship</th> <th>Phone</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>Legal Guardian</td> <td>Momma</td> <td>Momma</td> <td></td> <td>Edit</td> <td>Delete</td> </tr> <tr> <td>Other Guardian</td> <td>Esther Lang</td> <td>01</td> <td>714-555-9248</td> <td>Edit</td> <td>Delete</td> </tr> </tbody> </table>		Type	Name	Relationship	Phone			Legal Guardian	Momma	Momma		Edit	Delete	Other Guardian	Esther Lang	01	714-555-9248	Edit	Delete
Type	Name	Relationship	Phone																
Legal Guardian	Momma	Momma		Edit	Delete														
Other Guardian	Esther Lang	01	714-555-9248	Edit	Delete														
<p>2. Click the links to add additional signatures to the document.</p>	<p>These options work the same as when you add people to Meeting Notices. Please refer Meeting Notices for more information.</p>																		

Followup (Behavior Intervention Reviews)

Once a Behavior Intervention Plan has been finalized, follow-up reporting may be necessary.

<p>1. Do a completeness check and finalize the document.</p>	<p>A Follow-up link will appear in the Behavior Intervention Plans documents table.</p>																		
 <p>Behavior Intervention Plans Create New Behavior Intervention Plan</p> <table border="1"> <thead> <tr> <th></th> <th>Start Date</th> <th>Stop Date</th> <th>Status</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td></td> <td>1/29/2008</td> <td></td> <td>Final ✓</td> <td>Followup</td> <td>Copy</td> </tr> <tr> <td></td> <td>10/12/2006</td> <td></td> <td>Final ✓</td> <td>Followup</td> <td>Copy</td> </tr> </tbody> </table>			Start Date	Stop Date	Status				1/29/2008		Final ✓	Followup	Copy		10/12/2006		Final ✓	Followup	Copy
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	10/12/2006		Final ✓	Followup	Copy														
<p>2. Click the Follow-up link in Behavior Intervention Plan documents table.</p>	<p>The Behavior Intervention Reviews page is displayed.</p>																		

Behavior Intervention Reviews Student Plans By cmERDC

Stacey Acosta
 Student ID: **10**
 School: **Elementary School**
 Grade: **01**

Gender: **Female**
 Plan Age: **10 yrs, 1 mos**
 Start Date: **1/29/2008**
 Stop Date:

[Add New Behavior Intervention Review](#)

No Reviews exist at present for this Behavior Intervention Plan.

3. Click the Add New Behavior Intervention Review link.

The Behavior Intervention Review page is displayed.

Behavior Intervention Review Student Plans By cmERDC

Stacey Acosta
 Student ID: **10**
 School: **Elementary School**
 Grade: **01**

Gender: **Female**
 Plan Age: **10 yrs, 1 mos**
 Start Date: **1/29/2008**
 Stop Date:

*Review Date:

*Review Person:

*Review Notes:

4. Click in the text boxes and fill in or change all of the required information for this document according to your district's guidelines.

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5. Click the Submit button.

The Behavior Intervention Reviews page is displayed with a success message and the new review added to the table.

Behavior Intervention Reviews Student Plans By cmERDC

The Behavior Intervention Review for Stacey Acosta was successfully added.

<p>Stacey Acosta Student ID: 10 School: Elementary School Grade: 01</p>	<p>Gender: Female Plan Age: 10 yrs, 1 mos Start Date: 1/29/2008 Stop Date:</p>
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[Add New Behavior Intervention Review](#)

	Review Date	Review Person	
Edit	1/29/2008	0011 Administrator	Delete

6. Click the Return button.

The Document Group containing the Behavior Intervention Plans documents is displayed. Click the PDF to see the review.