**Behavior Support Services**

**Definition:** Services which use current, empirically validated practices to identify functions of target behaviors, prevent the occurrence of problem behavior, teach appropriate, functionally equivalent replacement behavior and react therapeutically to problematic behavior. These services include:

- Initial behavioral assessment for determining the need for and appropriateness of Behavior Support Services and for determining the function of the behaviors. Behavioral assessment (i.e., functional assessment and/or analysis) includes direct observation and collection of antecedent-behavior-consequence data, an interview of key persons, a preference assessment, collection of objective data (including antecedent-behavior-consequence data) and analysis of behavioral/functional assessment data to determine the function of the behaviors.

- Behavioral intervention (including staff/caregiver training), based on the functional assessment, that is primarily focused on replacement and prevention of the problem behavior(s) based on their function; and

- An assessment of the success of the intervention through progress monitoring that includes analysis of behavioral data, any changes (including medication) and any needed modifications.

**Service Limits:** No more than sixteen (16) units of Behavior Support Services may be provided per day. The unit of service is thirty (30) minutes. Participants receiving Residential Habilitation services may not receive Behavior Support Services funded by the ID/RD Waiver.

**Providers:** Behavior Support Services are provided by qualified professionals enrolled with the Department of Health and Human Services as providers of Behavior Support Services after SCDDSN verifies the qualifications and approves the provider.

**Arranging for and Authorizing Services:** If the Case Manager determines that a participant needs Behavior Support Services, then the need for a Functional Assessment/Analysis will be documented in the Support Plan. The participant/legal guardian must be offered a choice of provider. The offering of choice of provider must be clearly documented. Once the provider is chosen, the Case Manager will contact the chosen provider and inquire about the standard length for a Functional Assessment/Analysis (one unit equals 30 minutes of service). The request must be sent to the SCDDSN Waiver Administration Division. Once approved, the Functional Assessment/Analysis can be authorized using the Authorization for Behavior Support Services (ID/RD Form A-26).

If ongoing Behavior Support Services are to be authorized, the specific need for services must be requested to the SCDDSN Waiver Administration Division. Again, one unit equals 30 minutes of service. Once the service is approved, it can be authorized using the Authorization for Behavior Support Services (ID/RD Form A-26).

The provider must bill SCDHHS for services rendered, and a prior authorization number is required on the authorization form.

**Monitoring Services:** The Case Manager must monitor the service for effectiveness, usefulness and participant satisfaction. Information gathered during monitoring may lead to a change in the service, such as an increase/decrease in units authorized, change of provider, change to a more appropriate service, etc. The following guidelines should be followed when monitoring Behavior Support Services:

Assessment:
• Monitoring must be conducted with the participant/family and the service provider within two weeks of completion of a Functional Assessment/Analysis.

• Monitoring of the Functional Assessment/Analysis must include review of the Functional Assessment/Analysis report and notes completed by the provider.

Some questions to consider during monitoring include:

bullet What are the recommendations from the evaluation/assessment?
bullet If ongoing Behavior Support Services are recommended, what is the recommended amount and frequency? What is the expected duration?
bullet If only a behavior support plan is needed, how much time will be needed for implementation and training?
bullet Do the recommendations from the Functional Assessment/Analysis address the initial concerns that justified the need?
bullet What are the specific goals of the recommended intervention(s)?
bullet How is the participant’s functional level likely to improve with intervention?
bullet How will progress be measured?

Ongoing Behavior Support Services:
bullet Services must be monitored at least once during the first month of service.
bullet Services must be monitored at least once during the second month of service.
bullet Services must be monitored at least at the time of every 6 month Plan review thereafter.
bullet Monitoring must start over with each new provider
bullet This service may be monitored during contact with the participant/family or with the service provider. It may also occur during review of progress notes completed by the provider.

Some questions to consider during monitoring include:

bullet Is the participant making significant progress toward the specific goals and objectives outlined in the behavior support plan? If not, have the participant’s goals and objectives been modified to reflect the need for current services?
bullet Are the goals and objectives consistent with the participant’s overall life goals?
bullet Is the participant satisfied with the provider of services?
bullet Do services need to continue at the same level?
bullet What is the expected duration of services?

Reduction, Suspension or Termination of Services: If services are to be reduced, suspended or terminated, a written notice must be sent to the participant/representative including the details regarding the change(s) in service, the allowance for appeal, and a ten (10) calendar day waiting period (from the date that the reduction/suspension/termination form is completed and sent to the participant/legal guardian) before the reduction, suspension or termination of the waiver service(s) takes effect. See Chapter 9 for specific details and procedures regarding written notification and the appeals process.