

Completing the BACB Supervision Form

During my first meeting with new supervisees, we spend a lot of time going through how to fill out the BACB Supervision Form. Remember from the supervisee module you need to complete before supervision, this form is not necessary to use but an alternate containing the same information is required. Make sure this form is completed at the end of each supervisory period. Your supervisor will make a copy for their records. I suggest scanning so you have an electronic and a hard copy.

1. The top portion is general information.
 - a. Remember during a supervisory period, you can only meet for group for half of the time receiving supervision. For example, if you have a small group meeting for 2 hours, you must have 2 hours or more of individual supervision.
 - b. A supervisory period is 2 weeks and all supervision can be on one form. Unless, you have more than one supervisor in a supervisory period.
 - c. Unless you are doing a university-approved practicum, it is likely you are receiving Supervised Independent Fieldwork.

BACB Experience Supervision Form

This form (or equivalent) must be completed at least once during each supervisory period.

Supervisee: _____ Supervisor(s): _____

Supervisory Meeting Date(s) & Duration(s): _____

Supervisory Meeting Format (check all that apply): individual group

This document covers the supervisory period from ___/___/___ to ___/___/___

Type of Experience (check one): Supervised Independent Fieldwork Practicum Intensive Practicum

2. This next section is where most supervisees become confused, so you are not alone! I advise supervisees to work backwards.

D. If you are working full-time in an ABA setting (at least 30 hours a week), this line should equal 60 hours (including time with supervisor). The second line is direct hours; hours spent directly implementing ABA services with a client(s). Since the change in requirements, it has been more and more common to see someone reach 1500 hours, but have too many direct and not enough indirect hours to sit for the exam. A goal is to have more than half your hours each period be indirect. As a BCBA, I wish I spent more time 1:1 with clients but truly more time is put into treatment planning and evaluation therefore, your supervision should be similar.

C. Total small group hours. Remember this line cannot be greater than line B.

B. Total Individual Hours. Simple 1:1 time with your supervisor.

A. Subtract lines B and C from D and you have the total for this line.

Experience Hours Accumulated During This Supervisory Period (complete all lines)

A) Number of independent experience hours accumulated (excluding time spent with supervisor): _____

B) Number of individual supervision hours accumulated: _____

C) Number of small-group supervision hours accumulated: _____

D) Total experience hours accumulated (add lines A through C): _____

Of the hours listed above, state the number spent in direct implementation of behavior-analytic programs: _____

3.