



Children's Behavioral Services, LLC

JOB DESCRIPTION

JOB TITLE: Behavior line therapist/registered behavior technician/ Registered Behavior Technician (RBT)

EMPLOYEE:

REPORTS TO: BCBA/BCaBA

PREPARED BY: Amanda Riviello

DATE: 06/01/2019

APPROVED BY: Amanda Riviello

DATE: 06/15/2019

Summary: The behavior line therapist/registered behavior technician provides direct ABA therapy services to clients in 1:1 and group settings. The behavior line therapist/registered behavior technician implements individualized behavior plans, treatment plans, and ABA teaching programs with clients to teach each client new skills and reduce behaviors of concern. The behavior line therapist/registered behavior technician also assists in providing training on these plans and programs to parents and other caregivers.

Starting Job Salary: \$12-\$16/hr (starting salary varies based on prior experience, education and training. Pay increases are provided based on exemplary performance on regularly scheduled performance evaluations)

Job Responsibilities:

The following is a summary of job responsibilities that are included for the Behavior line therapist/registered behavior technician. These statements may not describe the entire job, but are intended to describe the general nature, essential functions, and level of qualifications and skills required for the position.

- Implement teaching programs in 1:1 and small group settings in clients' homes, schools and clinical settings.
- Implement teaching protocols in behavior plans, treatment plans, and behavior guidelines, including but not limited to teaching language, social, adaptive behavior, daily living, toileting, self-care, academic and cognitive skills.
- Assist the BCBA/BCaBA in training parents and caregivers on behavior change and teaching protocols
- Participate in initial and ongoing training in applied behavior analysis, ethics, professionalism and other job related topics
- Use prompting, reinforcement and other applied behavior strategies to teach new appropriate behaviors and reduce inappropriate behaviors to children, adolescents and adults with Autism and other related developmental disabilities.
- Observe and collect data on the client's behaviors, program targets, and teaching procedures.
- Demonstrate understanding of the services, individual needs, and goals for clients
- Receive supervision from BCBA/BCaBA for each client assigned to.
- Records time sheet and note information at each session as directed.
- Communicate regularly with supervisory staff, parents, caregivers and other team members as directed
- Participate in all required meetings.



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- Is receptive to feedback and constructive criticism to improve skills, implements and demonstrates follow through of recommendations given by supervisor.
- Reads and consistently implements all modifications made to procedures, protocols, plans, and guidelines as documented by the BCBA.
- Takes all necessary and reasonable precautions to ensure client safety and confidentiality. (While a caregiver is required to be onsite, there will be circumstances where the behavior line therapist/registered behavior technician will be alone in a room with the client).
- Follows ethical and professional guidelines as prescribed by supervisors and BACB Code of Conduct.
- Follows supervisory chain of command.
- Obtain certification as a Registered Behavior Technician within the 90 day probationary period. This includes:
 - o Completion of the 40 hour online training within 7 weeks of hire date.
 - o Registration for the RBT exam within 1 week of receipt of the registration directions.
 - o Taking and passing the RBT exam by the end of the first 90 days of hire.
- Adheres to the company's policies and procedures.
- The employee may be asked to perform duties not listed in this job description, but which are considered to be essential to the employment position.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

High school diploma or GED required. Additional schooling/training in a child related field is strongly encouraged. Experience using applied behavior principles and/or working with individuals with developmental disabilities is highly preferred.

Therapeutic Skills:

- Patience
- Ability to build rapport and interact well with children, adolescents and adults
- Ability to work cooperatively as a therapy team member
- Ability to work well independently

Other Requirements:

- Availability to work a minimum of 10 hours per week
- Be at least 18 years of age.
- Must have reliable transportation, maintain current auto insurance and a current driver's license, and be able to drive between appointments

Language Skills

- Ability to read and interpret documents, including but not limited to programs, behavior plans, meeting notes, treatment plans, modifications, safety rules, policies and procedures.



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- Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.
- Ability to write daily therapy notes and record time sheet data.
- Ability to record and understand data.
- Ability to communicate effectively and professionally verbally and in writing.

Mathematical and Reasoning Skills

- Ability to add, subtract, multiply, and divide and use calculator to report and record data.
- Ability to solve practical problems
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Competency and Other Skills

- Ability to use Microsoft Word, Excel, instructional apps, and other company apps and systems.
- Ability to use email, scanners, and attach documents to communicate with team members and transmit data as required by supervisors.
- Sense of personal responsibility for work performance and a professional attitude.
- Maintain regular attendance and arrive on-time for shifts according to company policies.
- Follow absence reporting and shift re-scheduling policies.

Physical and Other Demands

- The physical/mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disability to perform the essential functions.
- While performing the duties of this job, the employee is regularly required to talk or hear, sit (including on the floor at times), and use hands to write, providing prompting to clients and manipulate teaching materials
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Mental demands include the ability to learn, adapt to changes, pay close attention to details, exercise discretion and good judgment, develop options and solutions to crisis and problems, gather and analyze facts, courteous and professional behavior, deal with stressful situations and adhere to company policies and procedures.
 - o Clients with whom the behavior line therapist/registered behavior technician will work may engage in frequent, intense, and/or sustained challenging behaviors of concern. These may include but are not limited to aggression towards themselves or others, property destruction, loud inappropriate vocals (cursing, screaming, crying, etc.), noncompliance, and running off/leaving the area. The behavior line therapist/registered behavior technician must be able to consistently implement each client's individual behavior plan/guidelines and crisis plan as directed in these situations. Training will be provided to the behavior line therapist/registered behavior technician on these plans.

o Due to the changing needs of clients and their progress/lack of progress on skills and programs, frequent changes to programs, plans and protocols will be made by



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supervisors. The behavior line therapist/registered behavior technician must be able to read, understand, and implement all such changes in a timely manner as directed. The behavior line therapist/registered behavior technician must also be able to appropriately accept and implement all constructive feedback from supervisors relating to these changes and/or performance. Training will be provided to the behavior line therapist/registered behavior technician on these changes upon request by the behavior line therapist/registered behavior technician.

- The employee at any time needs to be able to lift, stoop, squat, kneel and move up to 25 pounds independently or a child's weight with assistance as appropriate.
- The employee at any time needs to be able to implement physical and nonphysical crisis intervention procedures according to company-specific crisis intervention training.

Work Hazards:

- Clients may engage in challenging behaviors which may pose a risk of injury to staff. Behaviors may include but are not limited to physical aggression, property destruction/throwing items, and challenging behaviors involving bodily fluids. The behavior line therapist/registered behavior technician will be required to utilize personal protective equipment as directed to minimize risk of injury.
- Exposure to bodily fluids (i.e., during assistance and teaching self-care and toileting skills, administering first aid if needed).

Job Setting:

- Sessions with clients may take place in a variety of settings, including but not limited to: clinic, client's home, outdoors, school, community (i.e., stores, day programs).

Evaluation:

Performance of this job will be evaluated regularly (at least quarterly) during BCBA visits. All employees are subject to a 90 day probationary period of employment upon hire. An annual performance review will be conducted with a possible yearly raise based on the salary schedule.

I acknowledge that I, _____, have read the above job description and am able to perform this job as described above.

Printed Name

Signature

Date

Employee Signature