

Developing and Monitoring Behaviour Support Plans

Purpose *To ensure all anticipated situations of concern are addressed consistently.*

Policy Statement *ASC recognizes that consistent positive support is required to promote a client's quality of life. All Behaviour Support Plans will be developed and monitored to promote the highest benefit to the client through the least restrictive environments and alternatives.*

ASC recognizes three types of Behaviour Support Plans:

- **Planned Positive Procedure** – *formal, planned, positive interventions that alter environments, teach skills, and positively re-enforce desirable behaviour to support behaviour change.*
- **Planned Restrictive Procedure** – *formal, planned, restrictive interventions designed to stop behaviours of concern that have potential to cause harm to people or property*
- **Restrictive Practice** – *formal, planned, day-to-day care-giving practices that may limit, restrict, or control aspects of behaviour. Restrictive Practices are used to address health, safety, and environmental issues; or to develop limits and boundaries for self-control*

Note- Behaviour Support Plans that involve Planned Restrictive Procedures will also contain Planned Positive Procedures that must be implemented first.

Binder(s):	Adult Services, Family Support Services					Page:	1 of 1
Section(s):	Responding to Behaviours of Concern	A	March 14/05	R/R	Sept 12, 2007	R/R	Jan 31/08
Program Area(s):	Adult Services, FSS/Disability	R/R	Sept 27/12	R	Jul 29/15	R/R	Jun 29/17

Developing and Monitoring Behaviour Support Plans

When it becomes evident through incident follow up that a situation or behaviour of concern may be anticipated and a planned procedure is warranted a Behaviour Support Plan may be developed. Behaviour Support Plans must:

- Be developed in consultation with the individual and/or their guardian, a qualified person and a team specific to the client's needs
- Be reviewed and approved by the ASC Behaviour Review Committee and/or qualified person as required
- Be focused on positive interventions that respect a client's dignity and human rights
- Use positive interventions first when restrictive interventions are required

A Planned Restrictive Procedure may be required when:

- The risk of the recurring behaviour is high and a Planned Positive Procedure alone would not be effective to reduce the risk
- When a review determines that a Planned Positive Procedure alone has not been effective in managing the behaviour of concern

The steps surrounding Behaviour Support Planning may include:

Functional Assessment

The Behaviour Review Committee will provide leadership through the assessment process. This includes:

- Review of data, which may involve but not be limited to:
 - History
 - Antecedent, behaviour, consequence (ABC) charts/baseline data
 - Contact notes, Incident reports
 - Assessments
 - Direct observation
 - Environmental factors
 - Medical factors
 - Cultural risks
 - Any other relevant documentation
- Defining the situation or behaviour of concern
- Reviewing any interventions that have been implemented to date
- Identifying who is involved or impacted
- Reviewing other factors involved
- Determining reinforcements
- Developing an action plan for gathering further information, if required

Binder(s):	Adult Services, Family Support Services					Page:	1 of 3
Section(s):	Responding to Behaviours of Concern	A	March 14/05	R/R	Sept 12, 2007	R/R	Jan 31/08
Program Area(s):	Adult Services, FSS/Disability	R/R	Apr 9/10	R/R	Sept 24/12	R/R	Jul 29/15
		R/R	Jun 15/17				

Risk Assessment

When a risk assessment is required the Behaviour Review Committee will provide leadership through the assessment process. This includes:

- Identifying specific risks related to the behaviour of concern
- An evaluation of the level of risk related to the behaviour of concern
- Strategies to mitigate risk

Written Document (Behaviour Support Plan)

Once all the assessment information has been reviewed and considered, the written Behaviour Support Plan will be developed to include:

- Clearly defined behaviour(s) of concern
- Summary of the Functional and/or Risk Assessments
- Rationale
- Positive and/or restrictive procedures, to support behaviour change
- Reinforcement strategies to support behaviour change
- Strategies to reduce or eliminate Restrictive Procedures
- Termination criteria for specific Restrictive Procedures
- Staff training requirements
- Identified monitoring and review process with timelines
- Process for amendments and further approval
- Termination criteria for the Behaviour Support Plan
- Signed consent form indicating informed consent

Approval

Prior to implementation of a Behaviour Support Plan, there is a minimum of two levels of approval:

- Individual/Guardian must review and provide written informed consent
- ASC Behaviour Review Committee must review and approve all Behaviour Support Plans
- The Consent-Behaviour Support plans form must be signed by a member of the Behaviour Review Committee and a Qualified Person not responsible for writing the plan

Training and Implementation

Prior to implementation, a member of the ASC Behaviour Review Committee/designate will be responsible to ensure all employees are trained to any Behaviour Support Plan.

Binder(s):	Adult Services, Family Support Services					Page:	2 of 3
Section(s):	Responding to Behaviours of Concern	A	March 14/05	R/R	Sept 12, 2007	R/R	Jan 31/08
Program Area(s):	Adult Services, FSS/Disability	R/R	Apr 9/10	R/R	Sept 24/12	R/R	Jul 29/15
		R/R	Jun 15/17				

Monitoring

The Team Manager/designate is responsible to:

- ensure employees correctly implement the procedures in the Behaviour Support Plan
- ensure accurate data collection as identified in the Behaviour Support Plan
- summarize and submit data to the ASC Behaviour Review Committee monthly as applicable

The ASC Behaviour Review Committee is responsible to compile, graph, and monitor the trends in the data monthly as applicable.

Review

The support team should be consulted in the review process.

Any documentation relevant to the Behaviour Support Plan will be reviewed.

The ASC Behaviour Review Committee is responsible to complete a review of the Behaviour Support Plan:

- In the event of a significant increase in the target behaviour(s)
- When specific termination criteria is met
- Or on the scheduled review date

The review will result in recommendations

- Termination of the Behaviour Support Plan if termination criteria is met or if the plan is no longer required or appropriate to the client's needs
- Changes being made to meet the ongoing needs of the client or address changes in behaviour
- Continuation of the Behaviour Support Plan as written

Re-approval must be obtained as per the Approval Process.

Documentation must be kept on the client's main file and copied, as required to:

- Client/Guardian
- Services Area
- Funder
- Area Coordinator
- Other

Binder(s):	Adult Services, Family Support Services					Page:	3 of 3
Section(s):	Responding to Behaviours of Concern	A	March 14/05	R/R	Sept 12, 2007	R/R	Jan 31/08
Program Area(s):	Adult Services, FSS/Disability	R/R	Apr 9/10	R/R	Sept 24/12	R/R	Jul 29/15
		R/R	Jun 15/17				