

## **BCaBA OLD EXPERIENCE STANDARDS**

DO NOT USE THIS FORM IF ANY PART OF THE EXPERIENCE OCCURRED AFTER 7/1/07

THE APPLICANT MUST PROVIDE A COPY OF THESE DEFINITION PAGES TO EACH SUPERVISOR OR MENTOR COMPLETING AN EXPERIENCE VERIFICATION FORM.

A SEPARATE EXPERIENCE VERIFICATION FORM SHOULD BE COMPLETED FOR EACH EXPERIENCE (EACH SUPERVISOR OR MENTOR). MAKE ADDITIONAL COPIES OF THE EXPERIENCE VERIFICATION FORM, IF NECESSARY.

1. THE APPLICANT MUST COMPLETE SECTION A OF EACH EXPERIENCE VERIFICATION FORM.
2. THE SUPERVISOR OR MENTOR MUST COMPLETE AND SIGN SECTION B.
3. THE ORIGINAL, UNALTERED, FORM MUST BE SUBMITTED. FORMS WITH WHITE-OUT OR OTHER ALTERATIONS WILL NOT BE ACCEPTED.

### **Instructions to Supervisors and Mentors:**

**Carefully review the following definitions prior to signing Section B**

### **DEFINITIONS OF EXPERIENCE**

**MENTORED EXPERIENCE:** Completion of no less than 12 months of acceptable mentored experience which meets all of the following conditions:

- The experience must have begun prior to July 1, 2006 and been completed prior to July 1, 2007.
- The applicant's primary duties during the mentored experience are: 1) designing, implementing and monitoring behavior analysis programs for persons and/or, 2) overseeing the implementation of behavior analysis programs by others.
- Mentored experience includes monthly contacts between the applicant and a mentor who either is a BCBA, or can meet one of the options on the following page for taking the BCBA examination. During the monthly contacts, the mentor discusses and evaluates the behavior analysis programs designed by the applicant.
- The mentor is not the applicant's subordinate or employee during the mentored experience period. The mentor will not be considered an employee of the applicant if the only compensation received by the mentor consists of payment for mentoring.

**SUPERVISED EXPERIENCE:** Supervised experience that meets the following criteria may be substituted for mentored experience on a two (2) to one (1) basis. One (1) month of acceptable supervised experience is equivalent to two (2) months of acceptable mentored experience, subject to the following conditions:

- The experience must have begun prior to July 1, 2006 and been completed prior to July 1, 2007.
- The applicant's primary duties during the supervised experience are: 1) designing, implementing and monitoring behavior analysis programs for persons and/or, 2) overseeing the implementation of behavior analysis programs by others.
- Supervised experience includes face-to-face meetings for at least two hours every two weeks between the applicant and a supervisor who either is a BCBA, or can meet the degree requirements and one of the options on the following page for taking the BCBA examination. During supervision meetings, the supervisor discusses and evaluates the behavior analysis programs designed by the applicant.
- The supervisor is not the applicant's subordinate or employee during the supervised experience period. The supervisor will not be considered an employee of the applicant if the only compensation received by the supervisor consists of payment for supervising.

## ELIGIBILITY DEFINITIONS FOR MENTORS AND SUPERVISORS

- A. DEGREE REQUIREMENT: POSSESSION** of a minimum of a master's degree from any of the following:
1. United States institution of higher education fully accredited by a regional accrediting body;
  2. An institution that is accredited as a member in good standing of the Association of Universities and Colleges of Canada; or
  3. An institution of higher education located outside the United States or Canada which, at the time the mentor supervisor was enrolled and at the time the applicant graduated, maintained a standard of training equivalent to the standards of training of those institutions accredited in the United States.

### **B. TRAINING AND EXPERIENCE REQUIREMENTS (SELF-ASSESSMENT)** **COURSEWORK/EXPERIENCE OPTION**

1. Coursework: The mentor supervisor must have completed at least 180 classroom hours of graduate level instruction in the following content areas and for the number of hours specified:
  - a. Basic behavior analytic principles - 45 hours.
  - b. The application of behavior analytic principles and methods in applied settings - 45 hours.
  - c. Single-subject research methods - 20 hours.
  - d. Ethical and professional standards issues relevant to the practice of behavior analysis - 10 hours.
  - e. Any other behavior analysis content area - 60 hours.
2. Experience: The mentor supervisor must have completed the equivalent of 18 months of Mentored Experience.

### **COLLEGE TEACHING/EXPERIENCE OPTION**

1. College Teaching: The mentor supervisor must have completed a one-year, full-time faculty appointment in a tenure track position at a college or university (as described in Part B of this application) during which the mentor supervisor: 1) taught classes on basic principles of behavior, single-subject research methods, applications of basic principles of behavior in applied settings, and ethical issues; and 2) conducted and published research in behavior analysis.
2. Experience: The mentor supervisor must have completed the equivalent of 18 months of Mentored Experience.

### **COURSEWORK/EXPERIENCE/PORTFOLIO OPTION**- *Not available for mentoring supervision occurring after December 31, 2003*

1. Coursework: The mentor supervisor must have completed a total of at least 90 hours of acceptable graduate level instruction in behavior analysis consisting of the following:
  - a. 60 hours in basic behavior analytic principles and the application of these principles in an applied setting;
  - b. 20 hours in single-subject research methods; and
  - c. 10 hours in ethical and professional standards issues relevant to the practice of applied behavior analysis, and
2. Experience: The mentor or supervisor must have completed the equivalent of 30 months of Mentored Experience.
3. Portfolio: The mentor or supervisor must have completed the equivalent of a documentation portfolio of one case study completed during the experience.

### **INSTRUCTOR/EXPERIENCE/PORTFOLIO OPTION**- *Not available for mentoring supervision occurring after December 31, 2001*

1. Instructor: The mentor supervisor must have been the primary instructor of a class covering basic principles of behavior, and the application of these basic principles in applied settings.
2. Experience: The mentor supervisor must have completed the equivalent of 36 months of Mentored Experience.
3. Portfolio: The mentor supervisor must have completed the equivalent of a documentation portfolio of three case studies completed during the experience.

**EXPERIENCE VERIFICATION FORM – OLD EXPERIENCE STANDARDS**

A SEPARATE EXPERIENCE VERIFICATION FORM MUST BE COMPLETED FOR EACH EXPERIENCE

**SECTION A**

**Must be completed by applicant.**

**Use one form per experience. Applicants cannot be supervised and mentored at the same time by the same person.**

Applicant's Name: \_\_\_\_\_

This experience meets the requirements for (check only one – use a separate form for each experience):

**OR Mentored Experience**

**OR Supervised Experience**

Starting date (MM/DD/YYYY) \_\_\_\_/\_\_\_\_/\_\_\_\_ - Ending date (MM/DD/YYYY) \_\_\_\_/\_\_\_\_/\_\_\_\_

(Must be prior to July 1, 2006)

(Must be prior to July 1, 2007, do not write "present")

Number of Months \_\_\_\_\_

Supervisor's or Mentor's Name: \_\_\_\_\_

Title: \_\_\_\_\_ Telephone: \_\_\_\_\_

Experience Setting: \_\_\_\_\_ State: \_\_\_\_\_ City: \_\_\_\_\_

(Check if applicable) I am substituting a doctorate degree for 9 months of mentored experience; 4.5 months supervised. I attached a copy of the abstract for my dissertation showing that the central focus of the work was behavior analytic.

**SECTION B**

**Must be completed by supervisor or mentor**

**By signing below, I hereby attest that:**

- The applicant completed the experience identified in acceptable experience section of this document.
- The applicant's experience met the BACB definition of the appropriate acceptable supervised and/or mentored experience as defined in the Experience Definitions provided to me by the applicant.
- Check one:

During the applicant's experience I was a Board Certified Behavior Analyst # \_\_\_\_\_

**OR**

During the applicant's experience I was not a Board Certified Behavior Analyst, but was working as a behavior analyst at that time **AND** I possessed education and experience in behavior analysis that was substantially equivalent to the current requirements identified in Part A (degree requirement) and Part B (one of the Training/Experience Options) of the Eligibility Definitions provided to me by the applicant.

**Supervisor or Mentor: By signing below, you attest that all of the information contained on this form is true and correct to the best of your knowledge.**

PRINTED NAME OF SUPERVISOR OR MENTOR: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_  
DATE: \_\_\_\_\_

**This document must bear the original signature of the supervisor. Photocopies, faxed or emailed copies of this document will not be accepted. Original documents that have been altered (white-out, strike-through, etc.) will not be accepted.**