



RBT[®] Competency Assessment Packet: Requirements

Overview

All RBT applicants and certificants must demonstrate that they can competently perform the tasks on the Competency Assessment as part of the requirements to qualify for and maintain the RBT credential.

Qualified Assessor(s)

Responsible assessor: A BACB certificant (BCaBA, BCBA, or BCBA-D) who has completed the [8-hour supervision training](#) and is responsible for overseeing the Competency Assessment. The responsible assessor must:

- Ensure that the assessment is conducted in accordance with these requirements;
- Sign the Competency Assessment;
- Maintain records of all assessments conducted; and
- Ensure that the assessment meets quality standards, even when an assistant assessor is conducting the assessment.

Assistant assessor: The responsible assessor may delegate some or all of the assessment experience to an assistant assessor who has demonstrated, through direct observation, proficiency in the material being delivered. This individual does not need to be certified by the BACB, however, the responsible assessor is professionally and ethically accountable for all of the assistant assessor's activities.

The responsible assessor and assistant assessor(s) (hereafter referred to as "assessor") may not be related to, subordinate to, or employed by the RBT/applicant during the assessment. Employment does not include compensation paid to the assessor by the RBT/applicant for assessment services.

Note: It is permissible for the assessor to be the same person who delivered the RBT 40-hour training

Timing

The Competency Assessment must be completed *after* the 40-hour training is complete and cannot be completed more than:

- 90 days before submitting the RBT *certification application*.
- 45 days before the RBT's certification end date for *renewals*.

Structure

The assessment:

- May be conducted over one or more sessions.
- May be conducted in person, live via the internet, or through observations of recorded videos created specifically for the assessment.

Administration

The assessor will provide an opportunity for the applicant/RBT to perform each task and evaluate whether the task was performed in a competent manner. For areas that include multiple tasks (i.e., tasks 2, 7, 8, and 9), the applicant/RBT will only need to demonstrate competence in one of the tasks.

For each task, one of two assessment types might be used:

- **With a client:** the assessor observes the applicant/RBT performing the task with a client.
- **Role-play:** the assessor observes the applicant/RBT performing the task in a situation similar to what might occur with a client (i.e., with another person acting in the role of the client). This method may be used when circumstances do not permit conducting the evaluation with a client.

At least one of the tasks on the Competency Assessment needs to be demonstrated with a client.

If the applicant/RBT does not demonstrate competency in a task, the assessor may provide corrective feedback and assess the task with the applicant/RBT on another day. This process must be repeated until competence is demonstrated. Corrective feedback may not be delivered on the final assessment of a task.

Documentation

After the assessor has observed a task competently performed, the assessor will (a) initial the box next to the task and (b) mark the assessment type used (i.e., With a Client or Role-Play). After all of the tasks have been competently performed, the responsible assessor will sign and date the final attestation.

Applicants/RBTs will be required to submit a completed Competency Assessment with their certification applications and renewal applications.

Document Retention: The responsible assessor must maintain documentation of each assessment (e.g., completed Competency Assessments, assessors who conducted portions of the assessment) for a minimum of 7 years.

Modification to the Competency Assessment Form: Responsible assessors may develop their own version of the RBT Competency Assessment form. The form must include all of the following elements:

- All of the tasks, listed individually, with a place for initials
- The assessment type i.e., With a Client or Role-Play for each task
- A comment field for specific information about the assessment
- A list of the assistant assessors
- A signed attestation, including:
 - 1) Attestation text:

By signing below I attest that the tasks initialed above have been successfully demonstrated by the applicant or RBT.
 - 2) The relationship of the responsible assessor to the applicant (i.e., employer, contracted)
 - 3) The responsible assessor's name, certification type, certification number, signature, and date signed



RBT[®] Competency Assessment: Responsible Assessor Checklist

Instructions: The responsible assessor should complete this self-review checklist prior to overseeing a Competency Assessment.

- I am actively certified as a BCaBA, BCBA, or BCBA-D.
 - I am not related to, subordinate to, or employed by the RBTs/applicants being assessed.
 - I have completed the 8-hour supervision training.
 - I have read and understand the Competency Assessment requirements (see pages 2-3).
 - I have identified suitable clients for the tasks identified in the Competency Assessment (e.g., client tolerates new therapists and new tasks, client has scheduling availability).
 - I have a process for checking that the applicants have completed their 40-hour training prior to starting the assessment.
 - I have a system to track and maintain records of completed Competency Assessments (e.g. dates delivered, names of assistant assessors, dates completed; see the Sample RBT Assessor Log for an example of how to track assessment information).
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Oversight and Evaluation of Assistant Trainers

- I have criteria to evaluate the readiness of the assistant assessors and a process to assess their skills before they complete portions of a Competency Assessment.
- I have materials for the assistant assessors who are conducting portions of the assessment (e.g. guided instructions, evaluation criteria, role-play scenarios, videos) to ensure every assessment is conducted in a high-quality manner.
- I have identified procedural integrity and interobserver agreement metrics and implemented systems to ensure there is consistency within and across assessments (see the RBT Assessor Performance Evaluation tracker for an example of tracking assistant assessor performance)
- I have a process to ensure that the assistant assessors are not related to, subordinate to, or employed by the RBTs/applicants being assessed.



RBT[®] Competency Assessment: Form

Applicant or RBT Printed Name: _____ BACB ID #: _____

Measurement

	Task	Initials	Assessment Type <i>(check one)</i>
1	Continuous Measurement: Implement continuous measurement procedures (e.g., frequency, duration).		<input type="checkbox"/> With a Client <input type="checkbox"/> Role-Play
2	Discontinuous Measurement: Implement discontinuous measurement procedures (e.g., partial and whole interval, momentary time sampling).		<input type="checkbox"/> With a Client <input type="checkbox"/> Role-Play
	Permanent Product Recording: Implement permanent product recording procedures.		
3	Data and Graphing: Enter data and update graphs.		<input type="checkbox"/> With a Client <input type="checkbox"/> Role-Play

Assessment

	Task	Initials	Assessment Type <i>(check one)</i>
4	Preference Assessments: Conduct preference assessments.		<input type="checkbox"/> With a Client <input type="checkbox"/> Role-Play
5	Functional Assessments: Assist with functional assessment procedures.		<input type="checkbox"/> With a Client <input type="checkbox"/> Role-Play

Skill Acquisition

	Task	Initials	Assessment Type <i>(check one)</i>
6	Contingencies of Reinforcement: Use contingencies of reinforcement (e.g., conditioned/unconditioned reinforcement, continuous/intermittent schedules).		<input type="checkbox"/> With a Client <input type="checkbox"/> Role-Play
7	Discrete-Trial Teaching: Implement discrete-trial teaching procedures.		<input type="checkbox"/> With a Client <input type="checkbox"/> Role-Play
	Naturalistic Teaching: Implement naturalistic teaching procedures (e.g., incidental teaching).		
	Chaining: Implement task analyzed chaining procedures.		
8	Discrimination Training: Implement discrimination training.		<input type="checkbox"/> With a Client <input type="checkbox"/> Role-Play
	Stimulus Control: Implement stimulus control transfer procedures.		
	Stimulus Fading: Implement stimulus fading procedures.		
	Prompting: Implement prompt and prompt fading procedures.		

Behavior Reduction

Task		Initials	Assessment Type <i>(check one)</i>
9	Antecedent Interventions: Implement interventions based on modification of antecedents such as motivating/establishing operations and discriminative stimuli.		<input type="checkbox"/> With a Client <input type="checkbox"/> Role-Play
	Differential Reinforcement: Implement differential reinforcement procedures (e.g., DRA, DRO).		
	Extinction: Implement extinction procedures.		
10	Crisis/Emergency: Implement crisis/emergency procedures according to protocol.		<input type="checkbox"/> With a Client <input type="checkbox"/> Role-Play

Documentation and Reporting

Task		Initials	Assessment Type <i>(check one)</i>
11	Session Notes: Generate objective session notes by describing what occurred during sessions.		<input type="checkbox"/> With a Client <input type="checkbox"/> Role-Play

Professional Conduct and Scope of Practice

Task		Initials	Assessment Type <i>(check one)</i>
12	Feedback: Respond appropriately to feedback and maintain or improve performance accordingly. (May be assessed via observation by focusing on the “respond appropriately to feedback” element.)		<input type="checkbox"/> With a Client <input type="checkbox"/> Role-Play

Comments:

Assistant assessor name(s): _____

By signing below, I attest that the tasks initialed above have been successfully demonstrated by the RBT.

Responsible Assessor’s Name: _____

Certification Type: BCaBA BCBA BCBA-D FL-CBA

BACB Certification # (located in your [BACB Account](#)): _____

Relationship of Responsible Assessor to the applicant or RBT (check one): Employer Faculty Other

Responsible Assessor’s Signature: _____ Date: _____

This document must be signed in accordance with the [Acceptable Signatures Policy](#).

Make additional copies of this page if necessary.