I. Structure and Content of Supervision:

The supervision structure within the ABA Program at Bay Path aligns with the Supervised Fieldwork requirements, as described in the BCBA® Fieldwork Requirements document (v. 8/2020). Unlike a more traditional fieldwork experience, which focuses on accruing hours and supervisor-supervisee contacts related to the application of programming with a small number of cases, the supervision experience within Bay Path’s ABA Program provides a broad curricular experience examining the application of scientific principles and using assessment, measurement, and experimentation to learn applications of ABA in a variety of contexts. The Supervision Curriculum spreads across 6 semesters (approximately 21 months). The Scope and Sequence Chart outlines the Supervision Curriculum.

II. Supervision Setting(s):

During the Bay Path experience, supervision is conducted in a variety of settings, including both applied and simulated settings. Some supervision activities are conducted directly with recipients of ABA Services (clients); the student may identify and propose employment or volunteer settings for completing these activities. Evidence of these activities, including observations, work samples, and experience logs, are shared with the Bay Path Supervisor. Some activities are conducted in volunteer or simulated/practice settings identified by the supervisee with guidance from the supervisor. Other activities are conducted independently, with oversight from the supervisor.

III. Assignment of the Supervisor:

Supervision is provided by qualified supervisors employed by Bay Path University. Supervisors are selected and assigned by one of two means:

1) An appropriate, qualified supervisor is selected and matched with the supervisee from one of the many qualified professionals on the Bay Path ABA supervision team;
2) A qualified BCBA® is proposed by the prospective supervisee with support and collaboration from the student’s proposed employment setting.

In the latter case, these proposed supervisors, once approved, are employed as part-time Bay Path Supervisors. This allows for compensation for supervision that will be provided beyond the supervisor-supervisee workday and for oversight of experience activities that are beyond the scope of the BCBA’s onsite responsibilities at the work site.

The supervisee may work with more than 1 supervisor during the experience.

IV. Hours Accrued:

Over the total experience, the supervisee accrues slightly over 2000 hours as part of the Bay Path experience, including hours in both the restricted and unrestricted categories (as outlined by the BACB®). Hours are accrued in 3 ways:

1) by working directly with individuals/clients receiving ABA services and documenting such work (generally, these will be restricted hours, in terms of the number accrued), and
2) by completing curricular activities related to the provision or application of ABA and showing evidence of this work, or other supervision activities proposed by the BCBA® that do not fall into the restricted category, and
3) by meeting directly with the assigned Bay Path Supervisor.

Restricted v. Unrestricted Hours:

a. Restricted hours: A portion of the supervisees’ accrued hours involve direct implementation of ABA programming with a client. The supervisee arranges for, completes and documents these hours. These hours may involve cases or clients whose services are overseen by a team of individuals, including a BCBA® who is not the Bay Path Supervisor.

Observation and discussion of ABA services related to these hours focus on:

- description of tactics implemented
- processes used for decision-making (i.e., processes for selecting targets, tactics and measures)
- influencing behavior (i.e., instructional tactics and reinforcement procedures) and the conceptual nature of processes and tactics utilized
- programming decisions may or may not be a component of these hours

b. Unrestricted hours: The Bay Path Supervision Curriculum outlines a range of activities implemented by the supervisee with oversight from the supervisor and, in some situations, with collaboration from an applied setting. These activities include assessment, measurement, experimentation and program design activities. Additional activities focus on building professional skills and the examination of ethical responsibilities and challenges. Research, reading, writing, and discussion may be a component of each activity. Activities for each semester are outlined in detail in the semester syllabus and on detailed assignment outlined posted on the supervision canvas sites. Additional activities falling into the unrestricted category may be proposed by the Bay Path Supervisor.

c. Supervision hours: A portion of hours in each period are accrued via supervisor-supervisee contacts (see next item).

Note: the graduate student enrolled at Bay Path may have opportunities to accrue hours as part of other supervision experiences outside of Bay Path, but these hours do not replace the Bay Path Supervision requirements and would be above and beyond the hours accrued during the Bay Path experience.

V. Supervisor/Supervisee Contacts:

During each supervision period, the supervisor and supervisee are scheduled to meet face-to-face a minimum # of times according to the fieldwork requirements (4 times in a full supervision period; twice (2 times) for a partial period). Supervisor-supervisee contacts may occur remotely or onsite, depending on the situation. Total duration of contacts within a supervision period equals (minimally) 5% of all experience hours accrued for that period.

a. Individual Supervision contacts: The majority of contacts between the supervisor and supervisee (approximately 80%) occur in a 1:1, individual format. The first, second, and forth semester of supervision involve individual, 1:1 supervision only.

b. Group Supervision: A small portion of contacts between the supervisor and supervisee occur in a small group format, with an assigned Bay Path Supervisor and a small number of peers in the ABA Program. This occurs in semesters 3 and 5 of the supervision experience and these hours focus on collaborative, professional ABA activities.
VI. **Direct Observation of Supervisee by Supervisor:**

*During the supervision experience, the Bay Path Supervisor will observe the supervisee working directly with individuals receiving ABA services once per period (month), minimally. Observations may be of the supervisee implementing ABA tactics or instructional procedures, training another to implement ABA tactics, or conducting behavioral assessment. These observations allow the experience to focus on discussion of the direct implementation of ABA services, training, assessment, consultation, dissemination, or experimentation, and the conceptually systematic nature of these activities.*

Generally, these observations are not used to provide clinical consultation, clinical decision-making, or program modifications, except in those specific situations where the Bay Path supervisor also has clinical responsibility for the case under discussion.

*Following observations, supervisor and supervisees may discuss:*  
  - the procedures used and how they align with behavioral principles,  
  - how the use of these procedures aligns with best practice in ABA literature,  
  - how decisions are made relative to the use of these procedures in clinical settings,  
  - how generalization, maintenance, and independence may be promoted in the clinical setting,  
  - how prompting, reinforcement, correction and other procedures are used effectively in this context,  
  - the challenges that may arise with the use of such procedures

VII. **Pre-Supervision:**

*Upon enrollment in the ABA Program, and prior to beginning the actual supervision experience, the prospective supervisee begins a semester long pre-supervision experience, which includes an overview and orientation to supervision. No hours are accrued during this period. The purpose of this experience is to orient the student to supervision requirements and plan for a successful experience. The pre-supervision experience culminates with the assignment of the supervisee to a supervisor for the first supervision semester (Supervision 1 in ABA). All students must successfully complete Pre-Supervision in ABA before enrolling in the first semester of Supervision.*

VIII. **Documentation of Supervision:**

*All supervision activities are documented on contact forms, monthly verification forms, and monthly logs. Documentation is reviewed for quality assurance by the Bay Path ABA Program Administration. Documentation is stored in the student’s file to meet BACB® requirements.*

IX. **Quality Assurance:**

*All supervision experiences are directly monitored by the Program Director and Program Coordinator for quality assurance and adherence to BACB® requirements. Documentation is submitted and reviewed monthly. Supervision contacts are directly observed, and performance feedback provided. Supervisees complete satisfactions surveys throughout the experience.*