BEHAVIOR ANALYST

JOB DESCRIPTION

Employees in this job complete and oversee a variety of professional assignments to review, analyze, and develop behavioral health treatment systems and services for certain populations, including individuals with autism and developmental disabilities, consistent with the scientific discipline of Applied Behavior Analysis (ABA). Positions in this class may be located in mental health facilities, residential facilities, psychiatric inpatient facilities, or other government agencies.

There are four classifications in this job.

Position Code Title - Behavior Analyst-E

Behavior Analyst 9

This is the entry level. As a trainee, the employee carries out a range of professional behavior analyst assignments while gaining experience in the practice of Applied Behavior Analysis.

Behavior Analyst 10

This is the intermediate level. The employee performs an expanding range of professional behavior analyst assignments in a developing capacity.

Behavior Analyst P11

This is the experienced level. The employee performs a full range of professional behavior analyst assignments in a full-functioning capacity. Considerable independent judgment is used to make decisions in carrying out assignments that have a significant impact on services or programs. Guidelines may be available, but require adaptation or interpretation to determine appropriate courses of action.

Position Code Title - Behavior Analyst-A

Behavior Analyst 12

This is the advanced level. The employee may function as a lead worker or senior worker. At this level, employees are responsible for overseeing the work assignments of other professionals or have regular assignments which have been recognized by Civil Service as having significantly greater complexity than those assigned at the experienced level.

JOB DUTIES

NOTE: The job duties listed are typical examples of the work performed by positions in this job classification. Not all duties assigned to every position are included, nor is it expected that all positions will be assigned every duty.

Conducts behavioral assessments and develops treatment plan based on results of observations, functional analysis, functional behavior assessment, and other assessment practices. Effectively communicates results in written and oral form, including development of treatment plan based on evidence-based practices, with treatment recommendations as appropriate.

Analyzes data related to efficacy of treatment plan and services, and modifies treatment based on results.

Oversees implementation of treatment plans, including providing initial and ongoing training and feedback to direct care staff, to ensure fidelity and integrity of service.

Provides technical support including initial and ongoing training, coaching, and feedback in ABA and evidence-based practices, the established Behavioral Plan of Care, data collection, clinical behavioral interventions, and environmental modifications, to team of direct clinical service providers and other multi-disciplinary audiences.

Makes appropriate referrals in the various service programs, and provides direct services as required.

Collaborates with other professional members of the treatment team regarding identification of problems, formulating treatment plans, and evaluating progress.

Evaluates behavior analysis/ABA programs, including developing criteria for program review, conducting on-site program reviews, and analyzing findings of review.

Develops and interprets rules, policies, and procedures related to ABA and services for implementation.

Provides crisis intervention assistance.

May provide oversight and direct supervision of fieldwork experience hours for candidates seeking certification as a Board Certified Behavior Analyst in accordance with the standards set forth by the Behavior Analyst Certification Board (BACB).

Works with other agencies in assigned area to ensure availability and provision of supportive services for clients (e.g., vocational rehabilitation, medical, mental health, education).

Establishes contacts and meets with public and private organizations to assist in designing ABA programs and procedures.

Develops criteria for the evaluation of state and local ABA services, and conducts evaluations in cooperation with program staff.

Designs and implements ABA training programs.

Promotes good working relationships with community agencies, services staff, and stakeholders.

Develops educational materials, newsletters, reports, and other documents to enhance public awareness regarding ABA.

Represents the department at meetings with other agencies, as required.

Attends training seminars and workshops related to the work.

Participates in research studies as required, including presentation of research findings.

Maintains records and prepares reports and correspondence related to the work.

Performs related work as assigned.

Additional Job Duties

Behavior Analyst 12 (Lead Worker)

Oversees the work of professional staff by making and reviewing work assignments, establishing priorities, coordinating activities, and resolving related work problems.

Behavior Analyst 12 (Senior Worker)

Performs on a regular basis professional behavior analyst assignments which are recognized by Civil Service as more complex than those assigned at the experienced level.

JOB QUALIFICATIONS

Knowledge, Skills, and Abilities

Knowledge of basic behavior-analytic skills including experimental design and measurement.

Knowledge of the fundamental elements of behavior change, including behavior change considerations, systems and procedures.

Knowledge of client-centered responsibilities including assessment, measurement, intervention, implementation and management.

Knowledge of the methods of collecting, compiling, organizing, and analyzing data.

Knowledge of the procedures and methods of statistical analysis.

Knowledge of the methods of psychological research.

Knowledge of federal and state laws related to behavior analysis.

Knowledge of factors in the analysis of data to provide the basis for supporting findings, recommendations, and strategies.

Knowledge of the methods of presenting results of behavioral analysis.

Ability to analyze and evaluate data.

Ability to prepare charts, maps and other graphs to display the analysis of data.

Ability to organize and write planning reports.

Ability to interpret and apply the principles, practices, and techniques of behavioral analysis.

Ability to train others to implement components of treatment plans.

Ability to interpret pertinent laws and regulations.

Ability to communicate effectively with others.

Ability to maintain records, and prepare reports and correspondence related to the work.

Ability to maintain favorable public relations.

Additional Knowledge, Skills, and Abilities

Behavior Analyst 12 (Lead Worker)

Ability to organize and coordinate the work of others.

Ability to set priorities and assign work to other professionals.

Working Conditions

Employees may be on-call evenings, weekends, and holidays.

Some jobs require travel.

Some jobs require an employee to work in an environment that includes individuals with significant behavior challenges that may put the individual and/or others at risk.

Some jobs require an employee to work in adversarial situations.

Some jobs require an employee to be exposed to disease and illness.

Some jobs require direct contact with patients.

Physical Requirements

The job duties require an employee to work under stressful conditions.

Education

Possession of a master's degree in applied behavior analysis, psychology, or education.

Experience

Behavior Analyst 9

No specific type or amount is required.

Behavior Analyst 10

One year of professional experience providing applied behavior analysis as a Board Certified Behavior Analyst equivalent to the 9 level in state service.

Behavior Analyst P11

Two years of professional experience providing applied behavior analysis as a Board Certified Behavior Analyst, including one year equivalent to the intermediate (10) level in state service.

Behavior Analyst 12

Three years of professional experience providing applied behavior analysis as a Board Certified Behavior Analyst, including one year equivalent to the experienced (P11) level in state service.

Alternate Education and Experience

Behavior Analyst 9

Possession of a master's degree in a Behavior Analyst Certification Board (BACB) approved course sequence may be substituted for the education requirement.

Special Requirements, Licenses, and Certifications

Certification as a Board Certified Behavior Analyst by the Behavior Analyst Certification Board.

Possession of a license to practice behavior analysis in the State of Michigan.

NOTE: Equivalent combinations of education and experience that provide the required knowledge, skills, and abilities will be evaluated on an individual basis.

JOB CODE, POSITION TITLES AND CODES, AND COMPENSATION INFORMATION

Job Code	Job Code Description
BEHALT	BEHAVIOR ANALYST

Position Title	Position Code	Pay Schedule
Behavior Analyst-E	BEHALTE	W22-040
Behavior Analyst-A	BEHALTA	W22-049

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