

Approved Content Provider

IBA Handbook

International Behavior
Analyst Organization
2021 v100



**International Behavior
Analysis Organization**

Approved Content Provider
International Behavior Analyst

The ACPs are responsible for the instruction of behavior analytic content to prepare students to meet critical competencies for the field. The content taught in these programs shall prepare students for a comprehensive examination (the IBA Examination) upon completion of content instruction and supervised practice.

Instruction may be face to face, online, or through a hybrid model. Instruction may be credit-bearing or may be provided through professional development educational opportunities, so long as the required competencies are met.

The ACP acknowledges that documentation of course completion or verification of professional development attendance is provided only when competencies are met at the satisfactory level or higher.

Who may become an ACP?

ACPs may be a college or university. Alternately, ACPs may be ABA providers or agencies. Any institution or company or individual that can provide evidence that they are addressing the competencies included in this document may apply to become an ACP.

Who may teach the Required Educational Objectives (REOs) for the Provider?

Instructors must meet at least one of the following criteria. The ACP Program Lead is responsible for verifying that all instructors are qualified.

- An IBA in good standing
- A credentialed behavior analyst from another credentialing board or body in good standing (examples: BCBA®, BCBA-D®, QABA®, state/regional/national licensure as a behavior analyst)
- Hold a masters or doctoral degree from an ABAI-accredited program
- Hold a doctoral degree in a related discipline, successful completion of REOs, and a faculty/instructor appointment in the academic department offering the REOs
- Hold a masters or doctoral degree, successful completion of REOs or equivalent, and three or more years of contributions to the field outside of direct, clinical practice (such as presentations and publications)
- Hold a masters or doctoral degree, successful completion of the REOs or equivalent, and seven or more years of direct employment in the ABA field with supervisory experience

How does an institution, company or individual become an ACP?

For new approval as an ACP, the institution or other provider must demonstrate a curriculum that meets the designated competencies and provides a minimum of 270 hours of instruction on those competencies.

The prospective provider completes the "ACP Initial Application" for review by the International Behavior Analyst Organization.

How does an ACP maintain its status as a provider?

Every two years, the ACP shall complete the "ACP Renewal Application" for review by the International Behavior Analyst Organization. A reminder will be sent to the ACP 90 days prior to the renewal date.

Is there a fee to become an ACP Provider?

A \$100 fee will be charged to offset processing of the applications at the initial and renewal stages.

What happens once a prospective ACP has been approved by the IBAO?

Once approved, the ACP will be issued a badge/logo to display on their online and print materials identifying the provider as such.

Where will ACPs be listed?

The IBAO shall maintain a list of ACPs for the IBA credential on its website. This list shall be searchable and shall include:

- Name and location of provider
- Type of Provider (institution, company, individual)
- Primary Contact for institution (name and email) – ACP Provider Lead
- Link to program website, if available
- Format (online coursework, on-campus coursework, hybrid coursework, professional development)
- Date of ACP status approval, and date of next required ACP renewal

What are the criteria for the ACP Provider Lead?

The ACP Lead shall possess the requirements for a course instructor. In the event that the ACP Lead is no longer serving in that role, the institution has 60 days to notify the IBAO and identify the new ACP Lead via the “ACP Program Change Notification.”

What happens when the ACP makes changes to the curriculum or delivery model of the program?

In the event that the ACP makes changes in the curriculum, including but not limited to course designations, titles, and numbers, the ACP shall notify the IBAO for an expedited review to ensure compliance with IBAO standards via the “ACP Program Change Notification.”

May a prospective IBA candidate complete their program of study across multiple ACPs?

Yes. If a student completes content requirements across multiple providers, they will need to provide evidence that they have met the minimum 270 hours of instruction and have covered all items in the REOs. This is done via the "Multiple ACP Examination Eligibility Application."

What does the IBA Candidate submit to the IBAO as documentation that ACP requirements have been completed?

The nature of documentation will vary based on whether the instruction was provided via coursework or professional development. In the case of college or university coursework, an official college transcript meets the requirement. In the case of a professional development model, certificates of completion noting/verifying hours of instruction, and signed by the ACP Lead shall be an acceptable form of documentation.

What is the ACP committing to by obtaining this status?

The ACP commits to:

- Providing instruction that fully addresses all REOs
- Providing a minimum of 270 hours of instruction to address these competencies
- Providing documentation of successful course or professional development completion only to candidates that have demonstrated competencies at the satisfactory level
- Submitting any required application or renewal fees to the IBAO
- Ensuring that all ACP instructors meet the requirements outlined in this document
- Identifying an ACP Lead that meets the requirements outlined in this document
- Notifying the IBAO in the event of changes in curriculum, delivery model, or ACP Lead according to the requirements outlined in this document

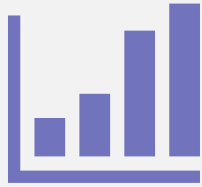
What is the IBAO committing to by approving an ACP Provider's status?

- Maintaining a directory of ACPs as indicated on this document
- Responding to email general questions and inquiries in a timely fashion
- Reviewing and deciding upon ACP initial applications within 60 days
- Reviewing and deciding upon ACP renewal applications within 30 days
- Sending renewal reminders to ACPs 90 days before the application deadline
- Providing ACPs with a badge/logo to display on print and online materials
- Auditing programs, as needed for compliance with requirements
- Imposing probationary status or rescinding approval of ACPs if evidence warrants such

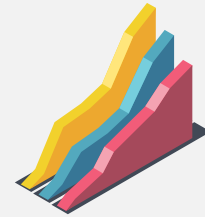


International Behavior Analysis Organization

Approved Content Provider
International Behavior Analyst



ACP Initial
Application

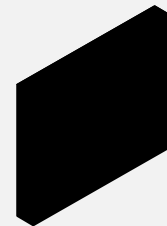


ACP
Renewal
Application

The following pages present the ACP Initial Application, the ACP Renewal Application, the ACP Program Change Notification, and the Multiple ACP Examination Eligibility Application.



ACP
Program
Change
Notification



Multiple ACP
Examination
Eligibility
Application

ACP Initial Application



Does the ACP applicant currently use these courses as part of a program that is approved by another ABA-related agency, or organization (and if so, which?):

The following documents must be attached to complete the application for consideration to become an ACP:

All applicable syllabi (in the case of coursework): must include objectives, content covered, assignments or activities required, readings

Outlines of Professional Development Sessions/Events (in the case of non-credit bearing instruction): must include objectives, content covered, assignments or activities required, readings

The applicant acknowledges the obligation of the ACP to:

- Provide instruction that fully addresses all competencies
- Provide a minimum of 270 hours of instruction to address these competencies
- Provide documentation of successful course or professional development completion only to candidates that have demonstrated competencies at the satisfactory level
- Submit any required application or renewal fees to the IBAO
- Ensure that all ACP instructors meet the requirements outlined in this document
- Identify an ACP Lead that meets the requirements outlined in this document
- Notify the IBAO in the event of changes in curriculum, delivery model, or ACP Lead according to the requirements outlined in this document

Select one:

- On behalf of the ACP Applicant, I agree to these obligations
- On behalf of the ACP Applicant, I do not agree to these obligations

ACP Initial Application



For each of the competencies listed below, please indicate the course number or professional development event that provides instruction for the content. Evidence should be evident in the syllabi or session/event outlines that you are submitting with this application.

Required Educational Objective	Course Number or Professional Development Event
CORE CONCEPTS	
Explain and apply the concept of Automatic Reinforcement	
Explain and demonstrate examples of Operant Behavior	
Explain variations and applications of Establishing Operations	
Explain variations and applications of Abolishing Operations	
Explain variations and applications of Extinction	
Explain and recognize variations of Stimulus Classes	
Explain Operant Conditioning	
Explain Respondent Conditioning	
Explain the different types and behavioral patterns related to Schedules of Reinforcement	
Explain and use Positive Reinforcement to increase behavior	
Explain and use Negative Reinforcement to increase behavior	
Explain and use Positive Punishment to decrease behavior	
Explain and use Negative Punishment to decrease behavior	
Explain different Types of Reinforcers and their advantages	
Explain the concept of Stimulus Control and how it applies to behavior acquisition/reduction	
Explain how to establish and teach Stimulus Discrimination	

ACP Initial Application



For each of the competencies listed below, please indicate the course number or professional development event that provides instruction for the content. Evidence should be evident in the syllabi or session/event outlines that you are submitting with this application.

Required Educational Objective	Course Number or Professional Development Event
Explain how to establish and teach Stimulus Generalization	
Explain how Verbal Behavior is conceptualized and the different functional categories	
Recording and Measuring Behavior	
Create Behavioral Definitions	
Evaluate Permanent Products as a data collection	
Demonstrate data collection with Frequency Recording	
Demonstrate data collection with Rate	
Demonstrate data collection with Partial and Whole Interval Recording	
Demonstrate data collection with Time-based Measurement	
Explain the importance of Accuracy Based on Observing Behavioral Definitions	
Demonstrate data collection with Percentage Accuracy	
Explain the importance and considerations in choosing Appropriate Measurement Systems	
Demonstrate data collection with Trial by Trial Data	
Demonstrate data collection with Cold Probe Data	
Single-case Designs	
Use Reversal/Withdrawal designs	

ACP Initial Application



For each of the competencies listed below, please indicate the course number or professional development event that provides instruction for the content. Evidence should be evident in the syllabi or session/event outlines that you are submitting with this application.

Required Educational Objective	Course Number or Professional Development Event
Use Multi-element/Alternating Treatments designs	
Use Multiple Baseline designs	
Interpret and make accurate determinations when comparing Phase Change Designs	
Explain the Dependent Variable and how it is used	
Explain the Independent Variable and how it is used	
Explain what defines Functional Relationships	
Behavioral Assessment	
Explain the concept of Functions of Behavior	
Explain Appropriate Observation Techniques and how and when they are used	
Explain the difference between Correlation vs. Causation and how they each apply to behavioral assessment	
Conduct a Functional Analysis of problematic behavior	
Conduct Developmental Language Assessments such as the ABLLS and VB-MAPP	
Conduct Functional Skill Assessments such as the AFLS	
Behavioral Interventions	
Use Shaping to change the topography of a behavior	
Use Forward Chaining to teach a complex behavior	

ACP Initial Application



For each of the competencies listed below, please indicate the course number or professional development event that provides instruction for the content. Evidence should be evident in the syllabi or session/event outlines that you are submitting with this application.

Required Educational Objective	Course Number or Professional Development Event
Use Backwards Chaining to teach a complex behavior	
Use Behavioral Momentum to increase compliance	
Use Differential Reinforcement of Other Behavior to decrease a behavior	
Use Differential Reinforcement of Alternative Behavior to decrease a behavior	
Use Differential Reinforcement of Incompatible Behavior to decrease a behavior	
Use Functional Communication Training to increase appropriate requests and decrease problem behavior	
Explain, set up, and use Multiple Schedules	
Use Tokens to reinforce behavior	
Use Video Modeling to model appropriate behavior	
Use appropriate Extinction procedures based on function to decrease behavior	
Use Antecedent Modifications to increase and decrease behavior	
Use Noncontingent Reinforcement to decrease behavior	
Use Common Punishment Strategies to decrease behavior	
Teaching Methods and Variations	
Teach with Discrete Trials	
Teach with Natural Environment Teaching	

ACP Initial Application



For each of the competencies listed below, please indicate the course number or professional development event that provides instruction for the content. Evidence should be evident in the syllabi or session/event outlines that you are submitting with this application.

Required Educational Objective	Course Number or Professional Development Event
Teach with Behavioral Skills Training	
Teach with Pivotal Response Training	
Use Discrimination Training	
Teach Stimulus Equivalence of various stimuli	
Use the concepts of Verbal Behavior to increase language	
Teach with Least to Most Prompting	
Teach with Errorless Learning	
Use Group/Class-wide Strategies to increase appropriate behavior/decrease problem behavior	
Teach in ways that promote Generalization	
Teach in ways that promote Maintenance in natural environments	
Use Data Analysis strategies to make decisions regarding behavior change	
Use data to make Treatment Changes and Modifications	
Determine when to implement Treatment Fading	
Ethics	
Knowledge of the IBAO Ethical Guidelines	
Knowledge of the IBAO Ethical Problem-Solving Model	

ACP Initial Application



Please return this application and supplemental materials to: ACP@theibao.com

IBAO Use Only:	
	Content
	Instructional Hours
Reviewed by:	
Date:	
Status:	_____ Approved _____ Insufficient Evidence
Renewal Date:	

ACP Renewal Application



Does the ACP applicant currently use these courses as part of a program that is approved by another ABA-related agency, or organization (and if so, which?):

The following documents must be attached to complete the application for consideration to become an ACP:

All applicable syllabi (in the case of coursework): must include objectives, content covered, assignments or activities required, readings

Outlines of Professional Development Sessions/Events (in the case of non-credit bearing instruction): must include objectives, content covered, assignments or activities required, readings

The applicant acknowledges the obligation of the ACP to:

- Provide instruction that fully addresses all competencies
- Provide a minimum of 270 hours of instruction to address these competencies
- Provide documentation of successful course or professional development completion only to candidates that have demonstrated competencies at the satisfactory level
- Submit any required application or renewal fees to the IBAO
- Ensure that all ACP instructors meet the requirements outlined in this document
- Identify an ACP Lead that meets the requirements outlined in this document
- Notify the IBAO in the event of changes in curriculum, delivery model, or ACP Lead according to the requirements outlined in this document

Select one:

- On behalf of the ACP Applicant, I agree to these obligations
----- On behalf of the ACP Applicant, I do not agree to these obligations

ACP Renewal Application



For each of the competencies listed below, please indicate the course number or professional development event that provides instruction for the content. Evidence should be evident in the syllabi or session/event outlines that you are submitting with this application.

Required Educational Objective	Course Number or Professional Development Event
CORE CONCEPTS	
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Explain variations and applications of Extinction	
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Explain Operant Conditioning	
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Explain the different types and behavioral patterns related to Schedules of Reinforcement	
Explain and use Positive Reinforcement to increase behavior	
Explain and use Negative Reinforcement to increase behavior	
Explain and use Positive Punishment to decrease behavior	
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Explain different Types of Reinforcers and their advantages	
Explain the concept of Stimulus Control and how it applies to behavior acquisition/reduction	
Explain how to establish and teach Stimulus Discrimination	

ACP Renewal Application



For each of the competencies listed below, please indicate the course number or professional development event that provides instruction for the content. Evidence should be evident in the syllabi or session/event outlines that you are submitting with this application.

Required Educational Objective	Course Number or Professional Development Event
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Explain the importance and considerations in choosing Appropriate Measurement Systems	
Demonstrate data collection with Trial by Trial Data	
Demonstrate data collection with Cold Probe Data	
Single-case Designs	
Use Reversal/Withdrawal designs	

ACP Renewal Application



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Use Tokens to reinforce behavior	
Use Video Modeling to model appropriate behavior	
Use appropriate Extinction procedures based on function to decrease behavior	
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Use Noncontingent Reinforcement to decrease behavior	
Use Common Punishment Strategies to decrease behavior	
Teaching Methods and Variations	
Teach with Discrete Trials	
Teach with Natural Environment Teaching	

ACP Renewal Application



For each of the competencies listed below, please indicate the course number or professional development event that provides instruction for the content. Evidence should be evident in the syllabi or session/event outlines that you are submitting with this application.

Required Educational Objective	Course Number or Professional Development Event
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Teach in ways that promote Generalization	
Teach in ways that promote Maintenance in natural environments	
Use Data Analysis strategies to make decisions regarding behavior change	
Use data to make Treatment Changes and Modifications	
Determine when to implement Treatment Fading	
Ethics	
Knowledge of the IBAO Ethical Guidelines	
Knowledge of the IBAO Ethical Problem-Solving Model	

ACP Renewal Application



Please return this application and supplemental materials to: ACP@theibao.com

IBAO Use Only:	
	Content
	Instructional Hours
Reviewed by:	
Date:	
Status:	_____ Approved _____ Insufficient Evidence
Renewal Date:	

ACP Program Change Notification



ACP Name:

Name of person completing this form:

Email address of person completing this form:

Complete all sections that apply:

----- The ACP has identified a new ACP Lead

New ACP Lead's Name:

New ACP Lead's Credentials:

New ACP Lead's Email Address:

Effective (date):

----- The ACP has made substantive changes to the curriculum or delivery method of the ACP, as described below: the IBAO may reach out for additional details or documentation depending on the nature of the changes

A large rectangular area defined by a dashed teal border, intended for providing details about the changes to the curriculum or delivery method of the ACP.

ACP Program Change Notification



_____ The ACP wishes to notify the IBAO of other changes noted below: the IBAO may reach out for additional details or documentation depending on the nature of the change

A large rectangular area enclosed by a dashed teal border, intended for providing details about the program changes.

IBAO Use Only:	
Reviewed by:	
Date:	
Reviewer Notes:	
Status:	_____ Continued Approval with Changes Noted _____ Additional Details or Documentation Requested
Next Renewal Date:	
Edits Made, as applicable:	_____ Website _____ other IBAB records/database

Multiple ACP Examination Eligibility Application



IBA Candidate Name:

IBA Candidate Email Address:

Please complete the matrix below listing the courses or sessions completed to meet the ACP requirements: (add lines to the table as needed)

Course prefix/number (leave column blank if non-credit bearing professional development)	Course Name or Name of Professional Development Session/Event	Instructional Hours (total must be minimum of 270)	Additional Notes, if applicable

The following documents must be attached to complete the application for consideration to become an ACP:

All applicable syllabi for courses noted in the table above (in the case of coursework): must include objectives, content covered, assignments or activities required, readings

Outlines of Professional Development Sessions/Events for those noted in the table above (in the case of non-credit bearing instruction): must include objectives, content covered, assignments or activities required, readings

Multiple ACP Examination Eligibility Application



For each of the competencies listed below, please indicate the course number or professional development event that provided you with instruction for the content. Evidence should be evident in the syllabi or session/event outlines that you are submitting with this application.

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Explain and use Positive Punishment to decrease behavior	
Explain and use Negative Punishment to decrease behavior	
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Explain the concept of Stimulus Control and how it applies to behavior acquisition/reduction	
Explain how to establish and teach Stimulus Discrimination	

Multiple ACP Examination Eligibility Application



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Multiple ACP Examination Eligibility Application



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Teach with Discrete Trials	
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Multiple ACP Examination Eligibility Application



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Teach in ways that promote Maintenance in natural environments	
Use Data Analysis strategies to make decisions regarding behavior change	
Use data to make Treatment Changes and Modifications	
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Multiple ACP Examination Eligibility Application



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