Treatment Integrity Checklist

Also called a procedural integrity or procedural fidelity checklist. Score each component you observed: Yes = done as written, No = missed, late or done differently, N/A = no chance to do it this session. Tick "Critical" for steps that must never be missed.

Client initials / ID _____

Procedure / program (as named in the plan) _____

Plan version / date _____

Implementer (initials, role) _____

Observer (initials, role) _____

Date _____

Session # / start-end time _____

Observation: live / video / remote _____

#	COMPONENT (ONE OBSERVABLE ACTION, AS WRITTEN IN THE PLAN)	CRITICAL	YES	NO	N/A	NOTES / WHAT YOU SAW
1		☐	☐	☐	☐	
2		☐	☐	☐	☐	
3		☐	☐	☐	☐	
4		☐	☐	☐	☐	
5		☐	☐	☐	☐	
6		☐	☐	☐	☐	
7		☐	☐	☐	☐	
8		☐	☐	☐	☐	
9		☐	☐	☐	☐	
10		☐	☐	☐	☐	
11		☐	☐	☐	☐	
12		☐	☐	☐	☐	
13		☐	☐	☐	☐	
14		☐	☐	☐	☐	

% integrity = Yes ÷ (Yes + No) × 100 (N/A rows are left out)

Yes _____ No _____ N/A _____

_____ ÷ _____ × 100 = _____ %

Any **No** on a critical component? Yes ☐ No ☐

Feedback given and next step

Second observer for agreement (initials): _____

Observer initials: _____

How to customize this checklist for one procedure

One checklist per written procedure (DTT program, FCT, DRA, a BIP's antecedent and consequence steps, a caregiver routine). Build it from the plan, not from memory.

1. Copy the steps from the written plan

- One row per observable action the implementer does: "Presents the instruction once, as written", not "Runs trials well".
- Put numbers in the row when the plan has them: time limits (reinforcer within 3 s), counts (one prompt level at a time), materials.
- Drop anything you can't see or won't score. A short list you score every time beats a long one you skip.

2. Mark the critical components

- Tick "Critical" for steps whose error changes the contingency: reinforcing problem behavior, skipping extinction or error correction, wrong prompt level.
- Review every **No** on a critical row with the implementer, whatever the total percentage says. A high overall score can hide one serious error.

3. Write the scoring rules before you observe

- **Yes** = done as written every time it came up. **No** = missed, late, or done differently at least once (note how often). **N/A** = no opportunity this session.
- For steps that repeat many times (each trial, each request), you can score a trial-by-trial grid instead and report the percent of opportunities done correctly.
- Note extra actions the plan doesn't call for (an added prompt, a reprimand) in the Notes column, even if every listed step was a Yes.

4. Pilot it with a second observer

- Two people score the same session or video independently. Rewrite any row they disagree on until both would score it the same way.

5. Decide what the score triggers

- There is no single published standard for an acceptable integrity score. Set your own rule in advance and write it down, for example: any critical-step error = same-day feedback and rehearsal; total below your agency's criterion on two observations in a row = retraining with behavioral skills training.
- Graph the scores across observations next to the client's data, so a change in client progress can be checked against how the plan was run.

6. Keep it with the plan

- When the plan changes, update the checklist and its version/date in the same week.
- Store completed checklists like any other clinical record. Use client initials or an ID, never a full name, on loose copies.

Treatment Integrity Checklist Fictional example

Fictional DTT example. Names, IDs and data are invented. 9 Yes, 2 No: 81.8% integrity, and both No rows are critical steps.

Client initials / ID: J.R. (ID 0412)

Procedure / program (as named in the plan): DTT: receptive identification of colors (red, blue, yellow)

Plan version / date: v3 · 09/02

Implementer (initials, role): T.M., RBT

Observer (initials, role): K.L., BCBA (supervisor)

Date: 10/14

Session # / start-end time: #18 · 3:10–3:25 pm

Observation: live / video / remote: Live, in clinic

#	COMPONENT (ONE OBSERVABLE ACTION, AS WRITTEN IN THE PLAN)	CRITICAL	YES	NO	N/A	NOTES / WHAT YOU SAW
Before the program						
1	Materials, targets and data sheet ready before the learner sits down		✓			
2	Brief preference check; offers a choice of reinforcers		✓			Picked tablet and bubbles
Each trial (scored across 10 trials)						
3	Has the learner's attention before giving the instruction		✓			
4	Gives the instruction once, as written ("Touch red")		✓			
5	Prompts per the plan: full physical at 0 s for new targets, then 2 s delay	Critical		✓		Gestural prompt on trials 4 and 7 (not in plan)
6	Delivers praise + reinforcer within 3 s of a correct response	Critical	✓			
7	Error correction as written: model, re-present once, move on	Critical		✓		Re-presented 3 times on trial 6
8	Inter-trial interval of 3 to 5 s		✓			
9	Rotates target position on the table each trial		✓			
10	Records the response right after each trial		✓			
11	Intersperses mastered targets (plan: 1 in 3 trials)				✓	Not in this phase of the plan
12	Ends the program after a correct response		✓			

% integrity = Yes ÷ (Yes + No) × 100 (N/A rows are left out)

Yes 9 No 2 N/A 1

9 ÷ 11 × 100 = 81.8 %

Any **No** on a critical component? Yes ☑ No ☐

Feedback given and next step

Reviewed rows 5 and 7. Modeled the 2 s delay and one re-presentation; T.M. rehearsed 5 trials at 100%. Re-check this program within 1 week.

Second observer for agreement (initials): — Observer initials: K.L.