

RBI Implementation Checklist **with NE Rules**

Interviewer _____ **Date** _____
Observer _____ **Items Correct:** ____ **Percentage:** ____

SCORING: OBSERVED AS DESCRIBED SCORE A PLUS (+). EMERGING OR PARTIALLY OBSERVED RECORD AS A PLUS/MINUS (+/-) AND SCORE A MINUS (-). NOT OBSERVED OR OBSERVED TO BE INCORRECT SCORE A MINUS (-)

85% items scored as a plus (+) needed for Nebraska approval.

Did the interviewer:	+	+/-	-	Comments
Beginning				
1. Greet the family and review the purpose for the meeting (i.e., to get to know the family and to determine how best to provide support to their child and family)?				
2. Ask the parents their main concerns for their child and family?				
Routines				
3. Stay focused on routines rather than developmental domains?				
4. Ask open-ended questions initially to gain an understanding of the routine and functioning (followed by closed-ended questions if necessary)?				
5. Find out what people in the family other than the child are doing in each routine?				
6. Ask follow-up questions related to engagement?				
7. Ask follow-up questions related to independence?				
8. Ask follow-up questions related to social relationships?				
9. Ask developmentally appropriate follow-up questions?				
10. Avoid unnecessary questions, such as the specific time something occurs?				
11. Attempt to get the parent's perspective about why he/she thinks the child does what he/she does?				
12. Put a star next to notes where the family has indicated a desire for change in routine, has said something they would like for their child or family to be able to do, or raised a red flag for the interviewer?				
13. If there are no problems (stars) in the routine, ask the family what they would like to see NEXT ?				

14. Ask for a rating at the end of the parent's description of <i>each</i> routine?				
15. Ask " <i>What happens next</i> " (or something similar) to transition between routines?				
16. Use "time of day" instead of "routine"?				
Style				
17. Use positive and appropriate affect (e.g. facial expressions, tone of voice). Matches responsiveness to what parent says, eye contact, body positioning.				
18. Has a good flow (conversational , not a lot of time spent writing)? Listens and responds to what is being shared.				
19. Maintain focus throughout the session?				
20. Use affirming behaviors (nodding, positive comments, or gestures)?				
21. Use active listening techniques (rephrasing, clarifying, summarizing)?				
22. Avoid giving advice?				
23. Act in a nonjudgmental way?				
24. Return easily to the interview after an interruption?				
25. Allow the family to state their own opinions, concerns, etc. (not leading the family towards what the interviewer thinks is important)?				
Family Issues				
26. Ask the family if they have enough time for themselves or with another person (if this information was not shared previously)?				
27. Ask the family "When you lie awake at night worrying, what is it you worry about"?				
28. Ask the family "If you could change anything about your life, what would it be"?				
Recap/Outcome/Goal Selection				
29. Ask the person taking notes to summarize the starred concerns during the recap?				
30. Complete the recap in 5-7 minutes or less?				
31. Ask the family, after the note-taker has summarized the concerns, if anything should be added?				
32. Make it clear to the family that the concerns (i.e., starred items) were not outcomes/goals?				
33. Following the recap, ask the family what they would like to work on (i.e. a list of outcomes) and record their responses <i>on a clean sheet of paper or Family Priorities Form</i> ?				

34. Ask the family to prioritize the outcomes in order of importance?				
35. Say what will happen next with this information (e.g., outcomes/goals written in behavioral, measurable terms; services decided upon)?				