



The personal information collected on this form will be used for the purpose of determining eligibility to be on a Ministry of Children and Family Development (MCFD) Registry of Autism Service Providers. Families must select from this list to purchase services under Autism Funding: Under Age 6 Program. Information is compiled by the ACT-Autism Community Training Society on behalf of MCFD under the authority of the Supply Act and guided by with the Freedom of Information and Protection of Privacy Act. Any questions about the collection, use or disclosure of this information should be directed to the Provincial Autism Initiatives, 250-387-5851, PO Box 9719 Stn Prov Govt, Victoria, B.C. V8W 9S1.

IF FILLING FORM OUT BY HAND PLEASE PRINT CLEARLY USING BLACK INK

I am applying as a:
[ ] Behaviour Consultant [ ] Occupational Therapist
[ ] Speech-Language Pathologist [ ] Physical Therapist
This is a:
[ ] New Application
[ ] Renewal Application (every two years)

SECTION 1 INDIVIDUAL INFORMATION

Note: Agencies must have all applicable employees or contractors fill out this form as each professional autism service provider must meet the criteria to be on the Registry of Autism Service Providers.

NAME (Last, Middle and First) AGENCY NAME (if employed under an agency)
WORK ADDRESS CITY/TOWN POSTAL CODE
PHONE NUMBER FAX NUMBER EMAIL ADDRESS
GEOGRAPHICAL COMMUNITIES SERVED (e.g. Kelowna; Greater Victoria)
MEMBERSHIP(S) IN PROFESSIONAL ASSOCIATION(S) OR REGULATORY COLLEGE(S) REGISTRATION/LICENCE NUMBER(S) UNIVERSITY DEGREE

SECTION 2 DOCUMENTATION CHECKLIST

Please review the qualifications for Behaviour Consultants (page 2) or for Speech-Language Pathologists, Occupational Therapists, or Physical Therapists (page 3). Please confirm you have attached the following documentation:

- [ ] Copies of transcripts and degrees \*\*
[ ] Criminal Record Check - to be sent directly to ACT by the Ministry of Public Safety and Solicitor General
[ ] Copy of current membership in professional organization(s) \*
[ ] Curriculum Vitae - including details of autism-specific employment and academic experience
[ ] Documentation of Professional Development
[ ] Category A supervision letter, if applying under Category B \*\*

\* For Speech-Language Pathologists, Occupational Therapists and Physical Therapists only. See page 3 for more information.

\*\* For Behaviour Consultants only. See page 2 for more information.

SECTION 3 ACKNOWLEDGEMENTS

Please read the following statements and indicate agreement by signing your name below.

- 1. I meet the required qualifications for Behaviour Consultants or for Speech-Language Pathologists, Occupational Therapists, or Physical Therapists.
2. I authorize ACT-Autism Community Training to use my name on the Registry of Autism Service Providers.
3. I agree to provide an updated criminal record check every 2 years as required to remain on the Registry.
4. In consideration for having my name added to the Registry of Autism Service Providers, I agree to indemnify and save harmless the Province, the Ministry of Children and Family Development and any employees or agents of any ministry of the public service of the Province from any losses, claims, damages, actions, causes of actions, costs and expenses that any one or more of them may sustain, incur, suffer or be put to at any time, which are based upon, arise out of or occur, directly or indirectly, by reason of, any act or omission by myself or by my agents, employees, officers, directors, or subcontractors as a direct result or indirect result of having my name on this registry.

NAME OF APPLICANT (Please Print) SIGNATURE OF APPLICANT DATE (YYYY/MM/DD)

PLEASE MAIL YOUR COMPLETED SERVICE PROVIDER APPLICATION TO:

ACT-Autism Community Training
Suite 240, 2250 Boundary Road
Burnaby BC V5M 3Z3 Canada
RE: Autism Service Provider Application

Phone: (604) 205-5467 or 1-866-939-5188

# APPLICATION FOR REGISTRY OF AUTISM SERVICE PROVIDERS

## BEHAVIOUR CONSULTANT REQUIRED QUALIFICATIONS

**DEFINITION:** “Behaviour Consultant is defined as the person responsible for the development and implementation of the Individualized Behavioural Plan of Intervention and for the ongoing supervision of that plan. It is a broad category that includes professionals who fulfill the requirements below.

### MINIMUM QUALIFICATIONS FOR BEHAVIOUR CONSULTANTS

	CERTIFICATION OR DEGREE REQUIREMENTS	ADDITIONAL REQUIREMENTS
<p><b>Category A:</b> <b>INDEPENDENT PRACTICE*</b></p>	<p>Is a Board Certified Behavior Analyst (BCBA).</p> <p style="text-align: center;">OR</p> <p>A person who has completed a Bachelor’s and Master’s or Doctoral degree ideally in Special Education, Educational Psychology, Psychology, or Applied Behaviour Analysis (ABA) from an accredited post-secondary institution.</p>	<p>Must provide supporting documentation of a minimum of 2 years of formal supervised direct child experience in the case of a Master’s level graduate, or 1 year of formal supervised direct child experience in the case of a Ph.D., or extensive clinical experience in developing and providing intensive intervention programs based on Applied Behaviour Analysis directly to children diagnosed with ASD under the age of six. This should include direct experience with at least 8 children in:</p> <ul style="list-style-type: none"> <li>○ designing and implementing individualized behaviour intervention plans under the supervision of someone who already meets Category A criteria;</li> <li>○ assessing the child’s skill level and training team members to teach the child skills in the domains of communication, socialization, play, self-care, and academics;</li> <li>○ analyzing and interpreting data;</li> <li>○ designing ABA-based support plans to address challenging behaviour;</li> <li>○ conducting functional behaviour assessments;</li> <li>○ providing ongoing supervision and support to team members who are implementing the plan of intervention;</li> </ul> <p>Must have graduate level course work in:</p> <ol style="list-style-type: none"> <li>1) Applied Behaviour Analysis and</li> <li>2) developmental disabilities and/or autism.</li> </ol>
<p><b>Category B:</b> <b>SUPERVISED PRACTICE*</b></p>	<p>Is a Board Certified Assistant Behavior Analyst (BCABA)</p> <p style="text-align: center;">OR</p> <p>A person who has, as a minimum, a Bachelor’s degree ideally in the following disciplines: Psychology, Education, or Applied Behaviour Analysis from an accredited post-secondary institution.</p>	<p>Must have at least 3 years of documented experience as a behaviour interventionist, with at least 6 children under age 6, under the supervision of an individual qualified in Category A.</p> <p>Must have at least one year of experience in a “senior interventionist” or supervisory role, assisting in training and supervising other interventionists, assisting in analyzing data, monitoring and adjusting programs, and conducting functional behaviour assessments under the direction of an individual qualified in Category A.</p> <p>Must have coursework in:</p> <ol style="list-style-type: none"> <li>1) Applied Behaviour Analysis and</li> <li>2) developmental disabilities and/or autism.</li> </ol> <p>A letter written by a supervisor, signifying that the Behaviour Consultant has met these requirements may be required.</p> <ul style="list-style-type: none"> <li>○ Must have on-going direct clinical supervision from a Category A Behaviour Consultant. The supervising Consultant must take responsibility for and sign all behaviour plans and invoices.</li> </ul>

\* A Criminal Record Check is required for *all professionals*. Please consult the ACT Autism Community Training Society website ([www.actcommunity.net](http://www.actcommunity.net)) for information including the recommended process for obtaining a Criminal Record Check, before submitting your application.

# APPLICATION FOR REGISTRY OF AUTISM SERVICE PROVIDERS SPEECH-LANGUAGE PATHOLOGIST, OCCUPATIONAL THERAPIST AND PHYSICAL THERAPIST REQUIRED QUALIFICATIONS

To apply to be on the Registry, a person must meet the following criteria according to their profession:

## Speech Language Pathologists:

- Must have a Master's degree in Speech-Language Pathology or equivalency recognized by the Canadian Association of Speech-Language Pathologists and Audiologists (CASLPA) and/or the BC Association of Speech-Language Pathologists and Audiologists (BCASLPA).
  - a current membership in either organization is required.
- A minimum of 1 year's work with at least three children with a diagnosis on the Autism Spectrum under the age of six is required. A reference form from a supervisor or fellow professional documenting this experience may be required.
- Professional development in the form of courses or workshops in the area of autism intervention over the last two years is required.
- Special consideration and interim approval may be given to practitioners working in under serviced areas who do not fully meet these criteria.

## Occupational Therapists:

- The professional must have and maintain through service provision, a current full registration with the College of Occupational Therapists of British Columbia.
- A minimum of 1 year's work with at least three children with a diagnosis on the Autism Spectrum under the age of six is required. A reference form from a supervisor or fellow professional documenting this experience may be required.
- Professional development in the form of courses or workshops in the area of autism intervention over the last two years is required.
- Special consideration and interim approval may be given to practitioners working in underserved areas who do not fully meet these criteria.

## Physical Therapists:

- The professional must have a current full registration with the College of Physical Therapists of British Columbia.
- A minimum of 1 year's work with at least three children with a diagnosis on the Autism Spectrum under the age of six is required. A reference form from a supervisor or fellow professional documenting this experience may be required.
- Professional development in the form of courses or workshops in the area of autism intervention over the last two years is required.
- Special consideration and interim approval may be given to practitioners working in underserved areas who do not fully meet these criteria.

A Criminal Record Check is required for *all professionals*. Please consult the ACT Autism Community Training Society website ([www.actcommunity.net](http://www.actcommunity.net)) for information including the recommended process for obtaining a Criminal Record Check, before submitting your application.