|  |  |
| --- | --- |
| **TBS Mentor Training Checklist** | Check when completed |
| Site tour with program health information specialist |  |
| Welcome Lunch with your supervisor |  |
| Attend both group supervisions 1x each |  |
| Schedule individual supervision with your supervisor |  |
| Welcome lunch or coffee/tea with your mentor (during this meeting be sure to schedule consistent monthly meetings with your mentor) |  |
| Shadow current staff in the following types of meetings:   * 2 family meetings * 1 therapist meeting * 2 school-based meetings * 1 observation meeting * 1 treatment team or IEP meeting * 2 client meetings in the community |  |
| Schedule reverse shadow meetings with your supervisor or mentor or another staff member on the team at least 2 times |  |
| Complete all readings:   * Unconditional Care book: chapters 1-6 * TBS training manual |  |
| Read 2 TBS charts (supervisor will choose charts for you and supervisor will show you how to access charts) |  |
| Review Y drive and Alameda CBS Sharepoint website |  |
| ***The following are in person trainings that need to be scheduled*** |  |
| How to do a Caregiver Orientation (including introduction to TBS as well as consents & releases) |  |
| Discussion re: Engagement Strategies |  |
| Behavioral Assessment |  |
| Documentation Training |  |
| Intervention Planning |  |
| Positive Behavioral Interventions training |  |
| Tour of local community, resources, common meeting spaces |  |
| Conduct an orientation with supervisor or mentor |  |
| Conduct a behavioral assessment with supervisor |  |
| Create a behavioral intervention plan with your supervisor |  |
| Schedule to have your supervisor or mentor attend your first TBS team meeting |  |