

## **Short-range Goals:**

### Short-range goal elements:

- Name of Individual
- Measurable Behavior
- Duration
- Frequency
- Target Date

\*Goal should be specific to funding requirements and service type\*

### Measurable Behavior:

- 1 behavior/task per goal
- Observable- should be able to see, count and be able to determine progress
- Specific to strength, need, preference of individual

### Example Measurable/Target Behavior:

- ...will verbalize to positive statements about themselves
- ... will brush hair
- ...will attend weekly group sessions
- ...will attend AA meetings

### Example Duration:

- ...75% of the time
- ... 8 out of 10 meetings
- ...with no absences
- ...on 10 consecutive trials

### Example Frequency:

- ...with assistance
- ... with modeling
- ...when asked
- ...independently
- ...6 out of 10 times
- ...weekly

### Example Target Date:

- ...12/31/11
- December 31, 2011

\* no longer than 12 months from start date\*

Examples:

John will decrease episodes of verbal aggression to one episode per week over 3 consecutive months by 11/1/11.

By 11/1/11, Tina will identify 50 survival signs for the workplace with 100% accuracy over 10 training sessions.

Charlie will brush his teeth with 2 or less verbal prompts, twice daily, for 3 consecutive months by 12/31/11.

Charlie will bathe with 3 or less verbal prompts daily for 3 consecutive months by 11/1/11.

While playing with others, April will take turns engaging in an activity for a minimum of 15 minutes for 3 consecutive months by 12/31/11.

April will wash her face with 2 or less verbal prompts 1 out of 2 trials daily for 3 consecutive months by 12/31/11.

With Modeling, April will brush her hair 2 out of 3 trials daily, 13 out of 20 days per month for 3 consecutive months by November 30, 2011.

Charles will access the community with staff assistance to socialize with others 3x /month for 6 consecutive months by December 31, 2011.

Charles will do standing exercises with staff assistance 100% of the time to assist him in transferring by 12/31/11.

Bob will decrease episodes of verbal aggression to one episode per week over 3 consecutive months by 12/31/11.

Bob will prepare a food item using a picture cookbook independently over 10 consecutive meals by 12/31/11.

Earl will, with physical assistance use a chin-activated switch to operate a tape player, 3 of 5 trials daily, for 6 consecutive months by 7/31/11.

John will work for 3 minutes with no reminders from staff to return to work for 30 consecutive workdays by 12/31/11.

TASK ANALYSIS-Example format

Client Name: \_\_\_\_\_ Record Number: \_\_\_\_\_

Outcome # \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Implementation Date: \_\_\_\_\_ Projected Date of Accomplishment: \_\_\_\_\_

Responsible Person: \_\_\_\_\_

Target Behavior: \_\_\_\_\_

Prerequisite Skills: \_\_\_\_\_

General Instructions: \_\_\_\_\_

Approximate Run Time: \_\_\_\_\_

Location & Schedule: \_\_\_\_\_

Trainers: \_\_\_\_\_

Materials: \_\_\_\_\_

Positive Reinforcement: \_\_\_\_\_

<u>Goal or step (Consumer)</u>	<u>Method (Trainer Behavior)</u>



Client Name: Patty Peppermint

Record Number: 120370

TASK ANALYSIS

Outcome # RS 1 Patty will wash her clothes weekly with 3 or less verbal prompts by 12/31/11.

Implementation Date: 1/1/11

Projected Date of Accomplishment: 12/31/11

Responsible Person: Provider QP, Provider Trainers

Target Behavior: Wash Clothes

Prerequisite Skills: Gathering dirty clothes, sorting by colors, operating washing machine, measuring detergent, bleach and fabric softener.

General Instructions: Using Key 1, staff will document # of Verbal Prompts required while assisting Patty with washing her clothes.

Approximate Run Time: 30 minutes per trial

Location & Schedule: Residence / 2-4 loads of laundry each week = 1-2 hours/week

Trainers: RS Trainer

Materials: Washing Machine, Detergent, Fabric Softener, Laundry, Bleach

Positive Reinforcement: Verbal Praise

<u>Goal or Step (Consumer)</u>	<u>Method (Trainer Instructions)</u>
1. Collect clothing for washing	1. Staff will prompt Patty to gather dirty clothes
2. Sort clothing – lights/darks	2. Staff will prompt as needed to keep Patty on task.
3. Patty will put clothing items into washer.	3. Prompt as needed.
4. Patty will measure the soap – put in	4. Prompt as needed
5. Measure bleach & add in washer	5. Prompt as needed
6. Select cycle and start washer	6. Prompt and encourage
7. Measure fabric softener and put in washer	7. Prompt as needed
8. When washer stops, remove clothes	8. Praise consumer for completing laundry