**Social Skills Intervention Development Checklist**

The skills and products that are pivotal to Social Skills Intervention Group intervention development are identified below and organized by components. Use this document as a roadmap of what should be in place for maximizing effects of the intervention. Mark items in the “Completed” column as final decisions are made.

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| **PROGRAM DESIGN** | |
|  | **Completed** |
| 1. All Tier 2 Team members are aware of effective implementation of a Social Skills Intervention Group. |  |
| 2. An Intervention Coordinator is identified. |  |
| 3. Each facilitator is trained to participate in the groups with clear responsibilities outlined. |  |
| 4. A consistent location for group meetings is designated. |  |
| 5. A maximum number of students that can be served at one time is determined. |  |
| 6. Your school’s name for the Social Skills Group is determined. |  |
| 7. Curriculum/lessons are selected based on behavior needs identified by data. |  |
| 8. Group meetings have a consistent schedule that includes rules and routines that have been taught. |  |
| 9. The Intervention Facilitator is able to teach a small group of students 1-2 times per week at the designated time. |  |

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| **PROGRESS REPORT** | |
|  | **Completed** |
| 1. Social skills taught align with schoolwide expectations. |  |
| 2. A goal is set for each student. |  |
| 3. A schedule for review of individual student data is determined with decision rules for fading, modifying, or continuing the intervention. |  |
| 4. A system is developed to monitor student progress (daily progress report/weekly progress report). |  |

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| **REINFORCEMENT SYSTEM** | |
|  | **Completed** |
| 1. Reinforcers are available for student participation during group meetings. |  |
| 2. Reinforcers are available for students that demonstrate targeted social skills at other times and locations. |  |
| 3. Additional reinforcers are available for students who meet their daily or weekly goal. |  |

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| **DATA MANAGEMENT** | |
|  | **Completed** |
| 1. A data management system is available to store and summarize student progress. |  |
| 2. The Intervention Coordinator is trained to enter and graph the student data. |  |
| 3. Student data is examined and reviewed on a regularly scheduled basis. |  |
| 4. The Intervention Coordinator brings data to the Tier 2 Team meetings. |  |
| 5. Data is shared with the whole staff at least quarterly. |  |
| 6. Data is shared with parents on a regular basis. |  |

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| **PLANS FOR SELF-MANAGEMENT, FADING AND GRADUATION** | |
|  | **Completed** |
| 1. Procedures for fading intervention components are established. |  |
| 2. Self-management process is understood by student and participating teachers. |  |
| 3. A planned celebration is available when students graduate from Social Skills Group. |  |
| 4. Periodic check-ups/supports are in place for students after they graduate from the program. |  |

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| **TEACHING STAFF TO IMPLEMENT THE PROGRAM** | |
|  | **Completed** |
| 1. Staff is trained to use pre-corrects and prompts that will aid student use of skills. |  |
| 2. A Tier 2 Team member is designated to provide modeling and feedback each time a new teacher begins to implement the program. |  |
| 3. Yearly booster sessions about the purpose and key features of the intervention are provided to staff. |  |

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| **TEACHING STUDENTS AND PARENTS WHO PARTICIPATE IN THE PROGRAM** | |
|  | **Completed** |
| 1. A plan for introducing students to the program is developed. The plan includes an overview of the program. |  |
| 2. A plan for introducing parents to the program is developed and includes procedures for providing feedback to the child. |  |

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| **EVALUATE PROGRAM OUTCOMES** | |
|  | **Completed** |
| 1. A plan for monitoring fidelity of intervention implementation is developed that includes tools to be used and a monitoring schedule. |  |
| 2. A plan for monitoring social validity of intervention is developed and includes tools to be used and a monitoring schedule. |  |
| 1. A plan for monitoring intervention outcomes is developed and includes:    * Number of students who participated    * Number of students that graduated    * Number of students that required more intensive support |  |
| 4. An Intervention Essential Features document is completed that includes clear descriptions of intervention components. |  |