

Behavior Assessment: Incident Report Review (IR's)

A thorough review of incident reports will provide you with information to look at challenging behavior using the behavior pathway. Frequently there may not be IR's written for that particular behavior. However, other incidents or related issues are important information to gather for the behavior assessment. For example, a thorough review of these documents may provide you with information about the individual's health and safety.

1. Evaluate the frequency of the IR's to help narrow down your search.
 - a) If the IR's are occurring daily, or several times per week → you may want to start by reviewing at least the previous three months.
 - b) If IR's occur less frequently, monthly to every three months → review at least the previous year.
 2. Arrange IR's in chronological order to help you move through the documents.
 3. Organize the information you find on the IR's using the matrix on page 2.
 4. Once you have identified the behavior of concern, try to identify the setting events, trigger (what occurred immediately before the behavior) and the outcome (what occurred immediately after the behavior).
 5. Additional information can be gathered during the IR review, which will provide you with important information needed for your assessment:
 - Patterns of behavior: do these behaviors occur together or in a sequence?
 - Frequency
 - Time of day: most/least likely
 - Location: most/least likely
 - Identifies which caregiver that you may want to interview for additional information
- Some, but not all of this information may be present in the IR. This is where you can begin training staff on how they can “describe” the behavior in more clearer behavioral terms, free from emotion.



Incident Report Review Recording tool

Name of individual

Name of Behavior Consultant:

Date Time Activity	Setting events Underlying conditions, events, activities, circumstances	Trigger What (if anything) happened just before?	Behavior	Outcome What happened after?	Staff involved

