

## UW HEALTH JOB DESCRIPTION

<b>Behavior Analyst</b>			
Job Code: 780007	FLSA Status: Exempt	Mgt. Approval: M Murphy/ R Valley Massey	Date: January 2021
Department: Clinics – Autism Clinic		HR Approval: J. Olson	Date: January 2021
<b>JOB SUMMARY</b>			
<p>The Behavior Analyst is a staff member of the Autism Treatment Programs at the Waisman Center, a University Center for Excellence in Developmental Disabilities (UCEDD). These clinic-based services are provided in partnership between the Waisman Center at UW-Madison and UW Health.</p> <p>The primary purpose of this position is to develop, evaluate, and provide behavioral treatment based on Applied Behavior Analysis (ABA) in the age-specific area of expertise for individuals with autism and their families. This position also contributes to the clinical, training, and outreach activities for behavioral treatment and evidence-based approaches for individuals with autism and their families.</p>			
<b>MAJOR RESPONSIBILITIES</b>			
<ul style="list-style-type: none"> <li>• Provide age and content expertise of behavioral treatment for individuals with autism and their families based on Applied Behavior Analysis (ABA) and other evidence-based approaches.</li> <li>• Provide treatment in individual, multifamily, and group sessions.</li> <li>• Manage workflow for patient caseload from assignment, authorizations, assessment and treatment planning, service delivery, and service evaluation.</li> <li>• Provide training and patient specific clinical supervision for non BCBA individual treatment providers to ensure evidence-based effective treatment.</li> <li>• Collect and contribute data on patient care caseload demographics, attendance, cancellations, response to treatment, patient/family experience, and provider billable hours.</li> <li>• Complete required session documentation and billing within 24 hours in the electronic medical record.</li> <li>• Develop, provide, and evaluate outreach and training to improve local and state capacity to serve this population as a part of the UCEED and UW Health mission.</li> <li>• Coordinate patient caseload resources with the Family Navigation team (Waisman Clinics) and UW Health primary and specialty care providers and with ATP Social Worker. Participate in trainee experiences for Waisman Center, SMPH, and community trainees.</li> </ul>			
<b>ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.</b>			
<b>JOB REQUIREMENTS</b>			
Education	Minimum	Master's degree in Applied Behavior Analysis, Marriage and Family Therapy, Special Education, Psychology, or Speech-Language Pathology	
	Preferred	Course work and specialization in Behavior Analysis	
Work Experience	Minimum	Two (2) years of experience developing and providing behavioral treatment to patients with autism and their families within a specialized educational, clinical, or academic setting	
	Preferred	Direct treatment and program development and evaluation experience with individuals with autism and their families	
Licenses & Certifications	Minimum	Licensure as a Board Certified Behavior Analyst (BCBA) or certified and license eligible within one (1) year following start of employment	
	Preferred	Active licensure as a Board Certified Behavior Analyst (BCBA)	
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> <li>• Excellent verbal and written communication skills</li> <li>• Excellent interviewing and assessment skills</li> <li>• Strong ability to translate assessment information into treatment planning</li> <li>• Demonstrated success in working with a culturally diverse patient population and community</li> <li>• Demonstrated ability in managing stress and crisis situations</li> <li>• Ability to work independently</li> <li>• Ability to maintain a high level of confidentiality</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Demonstrated ability to collaborate effectively in a team setting</li> <li>• Ability to maintain effective and professional relationships with patients and other members of the care team</li> <li>• Comfort working in as a part of a multi-disciplinary team</li> <li>• Ability to contribute to program development and outcome evaluation efforts</li> <li>• Ability to consistently maintain and convey a positive attitude and provide excellent service delivery</li> <li>• Demonstrated professionalism interacting with patient/families</li> <li>• Ability to build relationships and trust</li> </ul>
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### AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

**Instructions:** Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

<b>x</b>	Infants (Birth – 11 months)	<b>x</b>	Adolescent (13 – 19 years)
<b>x</b>	Toddlers (1 – 3 years)	<b>x</b>	Young Adult (20 – 40 years)
<b>x</b>	Preschool (4 – 5 years)	<b>x</b>	Middle Adult (41 – 65 years)
<b>x</b>	School Age (6 – 12 years)		Older Adult (Over 65 years)

### JOB FUNCTIONS

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

none

### PHYSICAL REQUIREMENTS

**Indicate the appropriate physical requirements of this job in the course of a shift.** *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

Physical Demand Level	Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
<b>Sedentary:</b> Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	<b>Up to 10#</b>	<b>Negligible</b>	<b>Negligible</b>
<b>Light:</b> Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	<b>Up to 20#</b>	<b>Up to 10#</b> or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	<b>Negligible</b> or constant push/pull of items of negligible weight
<b>x</b>	<b>Medium:</b> Ability to lift up to 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.	<b>20-50#</b>	<b>10-25#</b>
<b>Heavy:</b> Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	<b>50-100#</b>	<b>25-50#</b>	<b>10-20#</b>
<b>Very Heavy:</b> Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	<b>Over 100#</b>	<b>Over 50#</b>	<b>Over 20#</b>
<b>Other</b> - list any other physical requirements or bona fide occupational qualifications not indicated above:	Ability to provide environmental behavioral support strategies that require quick movements during patient behavioral distress, and model strategies for parents, staff and trainees.		

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.