



BRENT WOODALL FOUNDATION'S PARENT INFORMATION PACKET AND GENERAL CLIENT POLICIES

PURPOSE

This information is meant for parents of children with Autism who are interested in receiving Outreach Services from the Brent Woodall Foundation for Exceptional Children (BWF). It includes a brief introduction to Autism, Applied Behavior Analysis (ABA), Treatments Methods, Remote Consultation, Parent Training, the General Client Policies and Waiver. Some portions of this packet must be completed and returned.



AUTISM

Autism is a complex neurological disorder that typically affects the brain's basic functioning during the first three years of life, resulting in varying degrees of cognitive, social, and speech deficits. It is the most common of all the neurological disorders included in the group of disorders termed autism spectrum disorders (ASD). ASD includes autism, autistic disorder, Asperger's syndrome, childhood disintegrative disorder, Rett syndrome, and pervasive developmental disorder – not otherwise specified (PDD-NOS). ASD is characterized by: (1) deficits in social interaction; (2) deficits in communication/ language; and (3) unusual, repetitive, or stereotypical patterns of behavior. ASD affects people of all racial, ethnic, and socioeconomic backgrounds. No two people with autism will exhibit exactly the same symptoms. Abilities and characteristics can range from mild to severe.

Recent studies indicate that autism affects approximately 1 in 88 children. We do not yet know precisely what causes autism, why it is dramatically increasing, how to prevent it, or how to cure it. Autism can be difficult to diagnose at an early age. It cannot be diagnosed by any one medical test, but by observations of behavior by trained diagnosticians, usually a psychologist or a developmental pediatrician. While there is no specific cure, ABA is the only empirically-validated treatment for autism.

ABA

Children with autism and developmental disabilities often have serious deficits (i.e. no or limited expressive/receptive language, limited social skills, limited independent living skills, etc.). ABA is concerned with changing behavior, and it can be used to teach a variety of skills to overcome these deficits as well as successfully decrease behavioral excesses (i.e. tantrums, hand flapping, etc.). Highly individualized programs are created to build on the child's strengths and specifically address areas of concern by breaking down skills into small tasks that are taught in a consistent, structured manner and systematically incorporating behavioral principles.

Research indicates that highly structured teaching programs based on the principles of ABA are the most effective in improving the skills and behaviors of individuals with autism. Intervention before three years of age (early intervention) yields the most promising long-term results for children with autism and developmental disabilities.

TREATMENT METHODS

ABA is the only treatment for autism that has been consistently validated by independent scientific research. It has been endorsed as an effective intervention for autism by the American Academy of Pediatrics and the United States Surgeon General.

Many parents are quick to try new treatment approaches that have not been scientifically proven to benefit children with autism. Some of these approaches include Facilitated Communication, Holding Therapy, Biomedical Treatments, Vision Therapy and Auditory Integration Therapy. Any treatment that has not been evaluated by objective methods should be viewed with healthy skepticism and caution. It is essential any ABA program is actively supervised by a Board Certified Behavior Analyst (BCBA). This insures treatment is effectively developed and implemented with appropriate assessment and intervention methods across a range of unfamiliar situations and environments.

REMOTE CONSULTATION

Remote Consultation is a video conference parent training consultation service provided by the BWF for families of children 0-6 years old affected by autism or other developmental disabilities who chose to provide ABA services in their home rather than a therapeutic center. The purpose of a remote consultation is to help parents become, not an expert in autism, but an expert on their own child – feeling self-sufficient and confident in making teaching and behavioral decisions for their child. For many parents, Remote Consultation is the best option because it is more affordable than daily sessions at a therapeutic center, it provides more consistency for their child across all environments, and it may even be the only available resource for those who cannot access ABA services locally.

Consultations provide ongoing parent training to address the incorporation of behavioral principles into daily routines, specific curriculum programming, and guidance for applying a consistent and structured teaching environment in order to systematically increase language and communication, cognitive, self-help, social and/or play skills. Each Remote Consultation is conducted by a Woodallkids Outreach Consultant on a regular basis in order to provide immediate feedback, problem solving discussion, and progress evaluation. Parents are expected to carry-out the discussed recommendations with their child between each consultation. In addition, consultants may use short training videos and readings to provide additional support and understanding for parents. Select Outreach programs may be able to offer an in-home Woodallkids Representative upon request.

Each family completes a comprehensive intake packet which includes a parent assessment scale. Woodallkids Consultants then use this information, along with the parent's strongest areas of concern, to help create an individualized ABA curriculum and/or behavioral plan for their child at home. Woodallkids Consultants may recommend an Intensive Intervention Consultation, a Behavior Intervention Consultation, or both depending on the individual needs of the family at that time.

PARENT TRAINING

Parent training is the cornerstone of the Brent Woodall Foundation for Exceptional Children. While setting up an at-home ABA program can be an overwhelming task, consulting with a qualified professional can empower parents to acquire the techniques to effectively teach their child at home, rather than relying on the therapeutic skills of others. There are several books that provide excellent information about home programs and behavioral intervention, as well as a curriculum to help parents decide what to teach and how to teach. The following are excellent resources for parents:



A Work in Progress: Behavior Management Strategies and A Curriculum for Intensive Behavioral Treatment of Autism edited by Drs. Ron Leaf and John McEachin: This ABA classic provides practical advice and easy-to-understand explanations about how to set up an ABA program & curriculum.



Crafting Connections: Contemporary Applied Behavior Analysis for Enriching the Social Lives of Persons with Autism Spectrum Disorder by Drs. Mitchell Taubman, Ron Leaf and John McEachin: This book was written as a follow-up to *A Work in Progress*. It provides a comprehensive curriculum targeting social skills



Behavioral Intervention for Young Children with Autism: A Manual for Parents and Professionals, edited by Catherine Maurice, Gina Green and Stephen C. Luce, A how-to manual for families starting a home ABA program: This ABA curriculum includes teaching programs, advice on paying for ABA and data collection sample pages.



Making A Difference: Behavioral Intervention for Autism Edited by Catherine Maurice, Gina Green and Richard M. Foxx: Like its predecessor, *Behavioral Interventions for Young Children with Autism*, the editors combine solid, data-based information with practical problem-solving strategies.



Brent Woodall Foundation Client Policies

Revised August, 2012

REMOTE CONSULTATION POLICY

All Woodallkids Outreach Consultants and Representatives work under the supervision of a Board Certified Behavior Analyst (BCBA). Each remote consultation takes place with parents and their child over video conference in order to provide parent training and immediate feedback for parents as they work with their child at home. In addition Remote Consultation provides an opportunity to discuss concerns, evaluate progress, problem solve, etc. All remote consultations reserve a one to two hour block of time; however, all sessions will not necessarily last this long. A standard rate of \$150 per session is applied to remote consultations (unless otherwise noted by consultant) and a three month commitment is required.

Parents are required to practice and teach the program curriculum consistently between consultations. Data collection is expected to show both progress and bring concerns to light. If the program is not executed as recommended it is the right of the Brent Woodall Foundation to terminate services at any time.

All Woodallkids Remote Consultation programs require parents to have an *active email address and video conferencing capabilities. This includes personal access to a computer with a *webcam system in place and a video conferencing *Skype account in order to participate in the Remote Consultation Program. An active credit card is also necessary for all billing purposes.

**Google.com offers free email accounts. *Skype is a free downloadable software that allows users to communicate across an internet connection by combining voice, video, and instant messaging capabilities. A free Skype account can be accessed at skype.com. *A webcam is a video camera that inputs to a computer connected to the Internet, so that images can be seen by another internet user with a similar system. A basic webcam can be found at amazon.com for approximately \$25.00 (Example: Logitech Quickcam Fusion).*

REMOTE CONSULTATION PRICES

• **Intensive Intervention Remote Consultation:** **\$150 per meeting**

Intensive Intervention consultations involve a weekly, bi-weekly, or monthly 2-hour session where parents work with their child in a structured format in order to teach specific skills to their child. Throughout the session parents are problem solving with and receiving immediate feedback from their Woodallkids Consultant via Skype. Specifically, it teaches parents how to increasing behaviors throughout the day in the areas of communication, language, cognitive skills, self-help skills and/or social skills depending on the needs of the family at that time. Reference materials and session notes are given after each consultation for parents to reference between consultation meetings.

• **Behavioral Intervention Remote Consultation:** **\$150 per meeting**

Behavioral Intervention Consultations are recommended in order to reduce a specific behavior. This is a series of weekly, bi-weekly or monthly 1-hour sessions where parents are taught the steps necessary to identify target behaviors, assess the function of a behavior, plan for prevention, how to incorporate replacement behaviors, and how to record data in order to evaluate progress across environments.

Select programs offer the availability of a Woodallkids Outreach Representative to join parents during their Remote Consultation video session with their Woodallkids Consultant. Representatives work with the Consultant to provide hands-on parent training for both Intensive Intervention Remote Consultations and Behavioral Intervention Remote Consultations

• **One-Time Remote Parent Training:** **\$150 per meeting**

Our One-Time Remote Parent Training allows parents to meet with a Woodallkids Consultant for a two hour training that provides a basic introduction to behavioral principles, recommended goals for their child and resource recommendations for their child's particular needs.



BILLING POLICY

All Outreach Services must be paid via credit/debit card **in full** prior to receiving services. Billing occurs at the beginning of each month for the quarter you will receive services. Each quarter (every three months) you must re-confirm that your credit card may be charged for upcoming services. Your credit card will be charged for the number of consultation sessions agree upon with your Woodallkids Outreach Consultant. For example, on January 1st you will be billed for the services you will receive for the month of January and your credit card will automatically be charged. This will continue throughout the 3 month quarter to include February and March. Before April 1st you must provide written permission (via email) for the next quarter to be charged reflecting any changes to your consultation schedule. If, at any point, you and your Woodallkids Consultant agree upon changes to your recommended schedule your bill will immediately reflect these changes.

The attached credit card processing form must be filled out in order to process payment. If you would like to keep a credit card on file to pay your invoice each month/block, you will need to email Carley Waltenburg at carley@woodallkids.org when you receive each bill and confirm in writing that you want to pay with the card you have on file. Any credit cards used for a payment will be charged.

ABSENCE POLICY

The Brent Woodall Foundation requires a notice via email 30 days in advance in order to be refunded for any Woodallkids Outreach service. Cases of emergency will be handled on a case by case basis. Please email outreach@woodallkids.org if you have any questions. Any client who does not attend their scheduled appointment without prior notice will not receive a refund.

OUTREACH IN THE OUTBACK

Outreach in the Outback is a Woodallkids Outreach Remote Consultation program which allows families to video conference with a Woodallkids Consultant on a consistent basis via Skype in order to access guidance as parents learn to create a personalized ABA program for their child at home. Some Outreach in the Outback services in the Central Coast region (within 20 km of the Wyong Shire) may be able to offer an in-home Woodallkids Representative to meet in conjunction with the Woodallkids Consultant in order to provide additional training support at home.

Outreach in the Outback clients adhere to all Remote Consultation policies, prices, and program requirements, including active participation, personal access to a computer, a video system, a skype account and an active credit card for billing purposes.

Please be sure your email accepts emails from the following email addresses:
outreach@woodallkids.org, info@woodallkids.org, tracy@woodallkids.org,
carley@woodallkids.org, bethany@woodallkids.org, jade@woodallkids.org

I, _____ have read, understand and agree to the policies of the Brent Woodall Foundation for Exceptional Children.

Parent/Guardian1

Electronic Signature

Date

Parent/Guardian 2

Electronic Signature

Date



WAIVER AND INDEMNITY AGREEMENT

I, the person whose signature appears below, acknowledge and agree to receive educational training from the BRENT WOODALL FOUNDATION FOR EXCEPTIONAL CHILDREN, a Texas 501(c)3 corporation with its principal office located at 3021 Gateway Drive, Suite 295, Irving, Texas, 75063 (the "Indemnitee") pursuant to the terms of this Waiver and Indemnity Agreement (this "Agreement"):

1. I understand that this Agreement does not create an obligation by the Indemnitee or its representatives to provide services of any nature to me or my family on an ongoing basis.
2. I understand that selected representatives from Indemnitee will work with me or designated representatives of my family regarding the training of Applied Behavior Analysis ("ABA"). I recognize that the Indemnitee's representatives are trained in ABA work, and are NOT TRAINED MEDICAL PHYSICIANS. THEY ARE NOT TRAINED OR LICENSED TO PROVIDE A MEDICAL DIAGNOSIS OF ANY KIND OR TYPE.
3. I and my family shall indemnify, defend, and hold harmless Indemnitee, the subsidiaries and parent corporations of Indemnitee, each representative, director, officer, manager, employee, consultant, contractor and agent of Indemnitee or any of its subsidiaries or parent corporations, and each affiliate of Indemnitee and its subsidiaries and parent corporations, and their respective heirs, legal representatives, successors, and assigns (collectively, the "Indemnitee Group"), from and against any and all claims, actions, causes of action, demands, assessments, losses, damages, liabilities, judgments, settlements, penalties, costs, and expenses (including reasonable legal fees and expenses), of any nature whatsoever, whether actual or consequential, whether or not resulting from negligence or intentional acts, asserted against, resulting to, imposed upon, or incurred by any member of the Indemnitee Group, directly or indirectly, by reason of or resulting from receiving educational training or other services provided by the Indemnitee Group for my child or children.
4. Any suggestions made to seek other services are simply suggestions. If I choose to follow the suggestions, I assume full responsibility for all charges and/or damages resulting from other services. I will hold the clinician, and all associated individuals including the Indemnity Group, harmless for any and all obligations, damages, and charges resulting from services rendered by others.
5. I understand that counseling and/or therapy is not a "quick fix" or a "cure all." It may or may not produce desirable results and for some may be detrimental. If at any time, I am not satisfied with the progress, approach, or techniques involved, I agree to address my concerns with the Indemnitee's representative, and I retain the sole responsibility to determine if Indemnitee's services are still serving my needs. I understand that persistent lack of response to intervention or any other of Indemnitee's services may necessitate termination of treatment and/or referral to another healthcare provider for further treatment.
6. This Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, successors, and assigns of the Indemnitee, the Indemnity Group and the undersigned.



7. This Agreement contains the entire agreement between the parties. No modification or amendment of this Agreement shall be of any force or effect unless made in writing and executed by the parties.
8. This Agreement, and the rights and obligations hereunder, may be assigned by Indemnitee to any of its affiliates at any time without the consent of the undersigned.
9. I agree that exclusive venue and jurisdiction of any dispute arising hereunder shall be in Dallas County, Texas, U.S.A. and that the terms and provisions of this Agreement shall be governed by and construed in accordance with the laws of the State of Texas without reference to its choice of law rules.
10. Except as expressly set forth herein, all disputes and claims relating to or arising out of this Agreement, including but not limited to all federal, state or other laws pertaining to the relationship, rights and obligations of the parties hereunder shall be settled totally, finally, and exclusively by binding arbitration in Dallas, Texas, U.S.A. in accordance with the Federal Arbitration Act and the Commercial Arbitration Rules of the American Arbitration Association. Notice of such claim must be served on the other party within sixty (60) days of its inception to be valid. The decision of the arbitrator shall be final, and the judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. This agreement to arbitrate shall survive the termination of this Agreement for any reason. The parties further agree to engage in a minimum of one full day of mediation in good faith efforts to resolve any differences and disputes between them prior to initiating arbitration.

AGREED TO BY:

**BRENT WOODALL FOUNDATION FOR
EXCEPTIONAL CHILDREN**

Name _____

By _____

Address _____

Name _____

Signature _____

Title _____

Date _____

Date _____