

Behaviour Analysis Form

This form is to be used to document any behaviours of concern that occur during a support shift.

If behaviours of concern do occur on shift, in the first instance the Managing Director should be notified and provided with a detailed description of the event and following this, the Behaviour Analysis form should be completed and returned to tanya@allaboutyou.org.au.

1. Please explain what happened, what you saw and what you heard:

2. What did you do? How did you manage the situation?

3. What do you think triggered the events? Was there a change in the environment?

4. Could the situation have been avoided? If so, how?

5. What was happening in the environment 10 minutes prior to the situation?

6. What was happening 10 minutes after the situation had de-escalated?

7. What do you think could prevent this occurring in the future?

8. Has an Incident Report been completed? If NO, why not?

YES

NO

Please note an Incident Report Form MUST be completed if an injury was sustained by anyone during the situation, even if only a suspected injury.

Employee signature

Date