

Enter and Search Behavior Data

Users with the **Behavior Data Submit** role will be able to create new and search Behavior Data forms.

- [Enter Behavior Data](#)
- [Search Behavior Data](#)

Enter Behavior Data

1. Click on the **New** link beside the **Behavior Data** option under the '**Care**' section from the **Individual** tab.

To Do	Care		Issue Tracking
Individual			New My Issues
Health	T-Log	New Search Archive	SComm Inbox Sent Items Compose Drafts Custom User Group Message Audit
Billing	Case Note	New Search Bulk PDF	
Admin	General Event Reports (GER)	New Search	
Agency Reports	Behavior Data	New Search Report Search Report	
	Behavior Plan	New Search	

2. On the **Select Program for Behavior Data** page, select the program.

Select Program for Behavior Data

All
A
B
C
D
E
F
G
H
I
J
K
L
M
N
O
P
Q
R
S
T
U
V
W
X
Y
Z

15 Records

Program Name	Site Name	Program Type	Cost Center Number	Program ID
(Demo) Academic Activities	Therap Global Demonstration Provider	Preschool		02
(Demo) Education and Development	(Demo) TG Center for Children With Special Needs	Individualized Skills Development		123
Beginners Level	(Demo) XYZ AC Special School	Day School		01
Behavioral Therapy	DEMO SITE (BD)	Behavior Therapy		07

Showing 1 to 4 of 4 entries

Previous
1
Next

3. Select an Individual from the **Select Individual For Behavior Data** page.

Select Individual For Behavior Data

Program: (Demo) Education and Development ((Demo) TG Center for Children With Special Needs)

Filter 15 Records

Last Name	First Name	Individual ID	Birth Date
Abraham	Isaac		02/01/2011
Basnet	Sima		01/01/2014
Chowdhury	Niloy		01/01/2010
Fernandez	Luis		01/10/2000
José	Maria		01/10/2000
Maria	Putri		01/01/2010
Mary	Angela		05/01/2010

Showing 1 to 7 of 7 entries

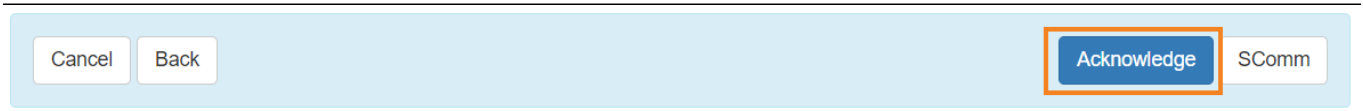
4. Behavior Data form will be opened. Select the **Event Date** from the calendar icon and click on the **Next** button to proceed.

Behavior Data [New](#) [i](#)

Event Date Selection

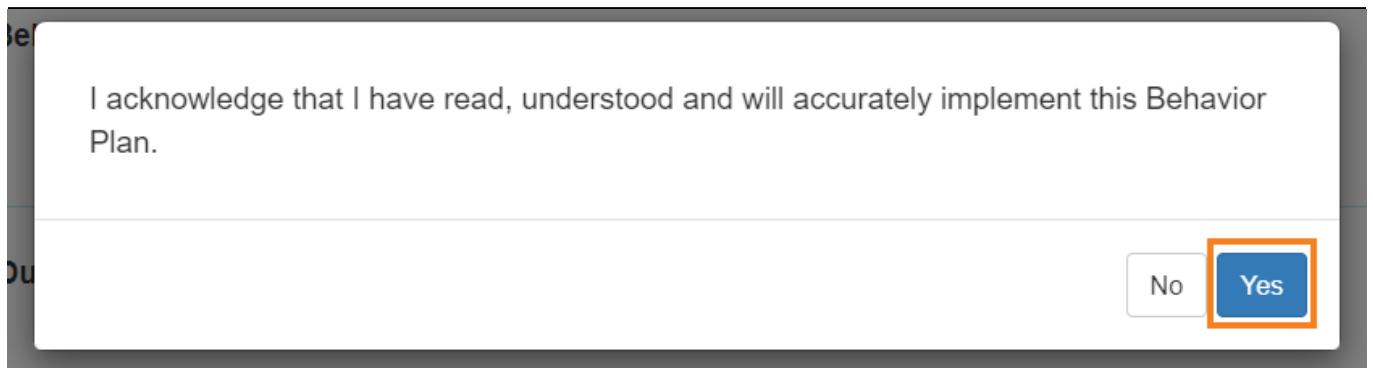
Individual Sima Basnet [i](#)
Program (Demo) Education and Development
Site (Demo) TG Center for Children With Special Needs
*** Event Date**

- Selecting the Behavior Plan will open the Behavior Plan form in read-only format if you haven't acknowledged it already. Click the **Acknowledge** button at the bottom of the form.



Cancel Back Acknowledge SComm

- Click on the **Yes** button from the pop up to acknowledge the Behavior Plan.



I acknowledge that I have read, understood and will accurately implement this Behavior Plan.

No Yes

Behavior Data New form will be opened.

Behavior Data New ⓘ

General Information

Plan Descriptions ⓘ

Individual

Sima Basnet ⓘ

Program

(Demo) Education and Development

Site

(Demo) TG Center for Children With Special Needs

Plan Form ID

BP-DEMOTPHL-MCS4N8NUQ842A

Plan Guidelines

Common Behavior of Aggression Occurs

- Verbal

- Physical

- Vandalism

- Understanding the Reason for Individual's Aggression
- Reacting to Student Aggression
- Creating a Behavior Intervention Plan

Event Date

11/09/2023

* Notification Level

- Please Select -

Comments

About 3000 characters left

No Behavior Recorded

☐

Attachment(s)

The total size of all attachments cannot exceed 10 MB

Add File

Scan File

Event Data

ⓘ ⬆

* Behavior

- Please Select -

Antecedent

- Please Select -

* Intervention

- Please Select -

Duration (in Minutes)

Intensity

- Please Select -

Add

Event Data List

No Event Data has been added

Interval Data

ⓘ ⬆

* Behavior

- Please Select -

* Slot Time

- Please Select -

* Frequency

Add

Interval Data List

No Interval Data has been added

Cancel

Back

Save

Submit

5. In the **General Information section**, the field with ***Red asterisks (*)*** are required fields and must be filled in with the appropriate information.

Users will be able to see the Name of the **Individual, Program, Site, Plan Guidelines, Event Date.**

Behavior Data New ⓘ

General Information

Plan Descriptions



→ **Individual** Sima Basnet ⓘ

→ **Program** (Demo) Education and Development

→ **Site** (Demo) TG Center for Children With Special Needs

Plan Form ID BP-DEMOTPHL-MCS4N8NUQ842A

→ **Plan Guidelines** **Common Behavior of Aggression Occurs**

- Verbal
- Physical
- Vandalism
 - Understanding the Reason for Individual's Aggression
 - Reacting to Student Aggression
 - Creating a Behavior Intervention Plan

→ **Event Date** 11/09/2023

* **Notification Level** - Please Select - ▼

Comments

About 3000 characters left

No Behavior Recorded ☐

Attachment(s)

The total size of all attachments cannot exceed 10 MB

Add File

Scan File

- Select the **Notification Level** from the dropdown list. Users can also add comments in the **Comments** field and **Add** or **Scan File** under **Attachment(s)** section.

Event Date

11/09/2023

* Notification Level

Low

→ Comments

Sima tends to act aggressively toward other people. As her therapist, I will contribute the information I received today.

About 2879 characters left

No Behavior Recorded

☐

Attachment(s)

The total size of all attachments cannot exceed 10 MB

Add File

Scan File

Note: Users can select the **No Behavior Recorded** check-box if no target behaviors are detected on the selected Event date. Users will not be able to enter **Event Data** or **Interval Data** information on the Behavior Data form if this check-box is selected.

No Behavior Recorded

☒

6. In the **Event Data** section,

- Select the **Behavior and** then select the **Antecedent(s)** and **Intervention(s)**

using the dropdown list.

- **Duration** and **Intensity** fields are optional, and add information if needed
- Click on the **Add** button to add the behavior with antecedent(s) and intervention(s) in the **Event Data List**. Similarly, users can add the other target behavior(s) related information if that are selected within the Behavior Plan.

Event Data

* Behavior

Aggression towards others

Antecedent

2 items selected

Asked to wait

Engaging in uninterested activity

* Intervention

2 items selected

Guided breathing

Explaining the rules & regulations

Duration (in Minutes)

30

Intensity

Mild

Add

Event Data List

Filter

5 Records

Behavior	Antecedent	Intervention	Duration (in Minutes)	Intensity	Action
Aggression towards others	Asked to wait Engaging in uninterested activity	Explaining the rules & regulations Guided breathing	30	Mild	<div></div> <div></div>

Showing 1 to 1 of 1 entries

7. In the **Interval Data** section,

- Users can select **Behavior**, **Slot Time** and **Frequency** from the dropdown list.
- Click on the **Add** button to add the behavior in the **Interval Data List**.

Interval Data

* Behavior

Crying

* Slot Time

09:30 pm - 10:00 pm

* Frequency

1

Add

Interval Data List

Filter

5 Records

Behavior	Slot Time	Frequency	Action
Crying	09:30 pm - 10:00 pm	1	<div></div> <div></div>

Showing 1 to 1 of 1 entries

Click on the **Save** button to save or **Submit** button to submit the data.

Cancel Back

Save Submit

Users will get a successful message after saving/ submitting the data.

The form BD-DEMOTPHL-MDB4NE2ZV842M has been successfully submitted

Search Behavior Data

1. Click on the **Search** link beside the **Behavior Data** option under the **'Care'** section from the **Individual** tab.

To Do	<div>Care</div> <hr/> <div>T-Log</div> <div>New Search Archive</div> <hr/> <div>Case Note</div> <div>New Search Bulk PDF Dashboard</div> <hr/> <div>General Event Reports (GER)</div> <div>New Search</div> <hr/> <div>Behavior Data</div> <div>New Search Report Search Report</div> <hr/> <div>Behavior Plan</div> <div>New Search</div>		<div>Issue Tracking</div> <div>New</div> <div>My Issues</div>
Individual			
Health			<div>SComm</div> <div>Inbox (1)</div> <div>Sent Items</div> <div>Compose</div> <div>Drafts</div> <div>Custom User Group</div> <div>Message Audit</div> <div>Delete Message Content</div>
Billing			
Admin			
Agency Reports			

2. On the **Behavior Data Search** page, enter the name of the **Individual** and enter the **Event Date From** by clicking on the calendar icon.

Behavior Data Search

Please select any of the following fields - Program (Site), Individual, or Form ID.

Program (Site)

Individual



Entered By

Form ID

Plan Form ID

Event Date From



Event Date To 

Entered Date From 

Entered Date To 

Notification Level

Status

Note: Users can fill up other fields to narrow down the search.

3. Click on the **Search** button to search the data of the individual.

Behavior Data Search

15 Records

Form ID	Plan Form ID	Program	Site	Individual	Entered By	Entered Date	Event Date	Notification Level	Status	Time Zone
BD-DEMOTPHL-MDB4NE2ZV842M	BP-DEMOTPHL-MCS4N8NUQ842A	(Demo) Education and Development	(Demo) TG Center for Children With Special Needs	Basnet, Sima	Akter, Amina	11/09/2023	11/09/2023	Low	Submitted	Asia/Manila

Showing 1 to 1 of 1 entries

Previous 1 Next

Users can get the Excel format of the behavior data search by clicking on the **Excel Exports** options.