



Job Description for:

ABA Intern
Clinical Services
Non-exempt / Internship

Reporting Structure

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The ABA Intern reports to a designated BCBA / ABA Supervisor.

Qualifications

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A Bachelor's degree is required. ABA Interns must be currently enrolled in a Master's level ABA Program. Working knowledge of ABA therapy is essential as well as understanding of Autism Spectrum Disorders. Must have the ability to work with diverse groups of people at all levels of the organization, and the ability to manage multiple priorities effectively. Must be able to work cooperatively with contract agencies, schools, and other human service providers. Excellent written and oral communications required. Diplomatic interpersonal skills needed. Experience working with families, siblings, and clients of all ages considered a plus. Attention to detail and follow-through essential.

Key Responsibilities

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ABA interns will be expected to comply with all internship requirements as set forth by their academic institution. In addition, Residential Options, Inc. (ROI) expects that all ABA Internships will participate in one of the following two tracks below:

Track 1

- Extend for a two (2) year period; and
- Be comprised of fifteen (15) hours per week, to include:
 - Seven and half (7.5) hours dedicated to direct care with clients;
 - Three quarter (.75) hours of weekly supervision, and
 - Six and three quarter (6.75) hours of administrative/special project work, as determined by their Supervisor/Academic Institution.

Track 2

- Extend for a one (1) year period; and
- Be comprised of thirty (30) hours per week, to include:
 - Fifteen (15) hours dedicated to direct care with clients;
 - One and half (1.5) hours of weekly supervision, and
 - Thirteen and a half (13.5) hours of administrative/special project work, as determined by their Supervisor/Academic Institution.

Specific Duties

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ABA Interns will be tasked with the following specific duties during their time with ROI:

- Must obtain a current TB test prior to beginning internship;
- Completion of required training per regulatory requirements (see contract for specifics);
- Direct care and interaction with ROI clients with Autism Spectrum Disorders;
- Weekly supervision with their BCBA direct supervisor;
- Administrative / Special Project work to include items such as coordinating sibling groups, potty camp, etc.

- Coordination / Management of a small clinical caseload is expected. This includes behavior treatment plan development, data collection, uploading client data, coordinating with the client's family, and clinical team;
- Will also be expected to utilize EBI clinical billing/coding/tracking system to report services and track caseload progress.

ABA interns will be compensated with a monthly stipend, to be discussed with the intern during the interview process.