



**CBI TRAINING FOR SPECIAL EDUCATION STAFF**

The teacher shall verify the training of the special education trainee/assistant or other paraprofessional as it relates to the delivery of CBI. This checklist should be completed and signed by the assistant, teacher and principal before the individual works in the community without the physical presence of the teacher. It should be updated once a year and reviewed as needed. The assistant/trainee should accompany the teacher until the following have been demonstrated:

Initial:

1. \_\_\_\_ Attended CBI Training. Verification attached.
2. \_\_\_\_ Knows and understands the philosophy of CBI.
3. \_\_\_\_ Demonstrates behavior management procedures and attended a behavior management training. Verification attached.
4. \_\_\_\_ Has been given direction by the teacher concerning instructional objectives for the student.
5. \_\_\_\_ Knows how to instruct students in the community by promoting teacher prepared objectives.
6. \_\_\_\_ Has demonstrated the ability to assess and record the student's performance of community objectives.
7. \_\_\_\_ Knows current medical status of the students and prescribed medications.
8. \_\_\_\_ Knows the location(s) of nearest public telephones in the community where students will receive instruction.
9. \_\_\_\_ Knows the school phone number and appropriate emergency procedures.
10. \_\_\_\_ Carries emergency coins, emergency card, health card and trip slip while in community.



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- 11. \_\_\_\_ Demonstrates the competence and judgment necessary for CBI and is capable of supervising students using written directions without the teacher's physical presence.
- 12. \_\_\_\_ Is capable of making decisions to alter objectives if an EMERGENCY occurs and has received training on what to do in an emergency situation.
- 13. \_\_\_\_ Will follow instructions and complete assignments given by the teacher including adherence to District guidelines.
- 14. \_\_\_\_ Demonstrates competence in mobility training that includes assisting students on the use of public transportation and development of pedestrian skills.

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

Assistant/Trainee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Other/Title Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*This form can also be found in Section 3: CBI Procedural Guidelines for Off Campus Instructional Activities in the “Community Based Instruction: Teaching Life Skills in the Community: Handbook for High School Students on Alternate Achievement Standards, Spring 2008.”