# Problem Solving Meeting Guide

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| Meeting Date:       Teacher:       Child:       Birth date: |
| Team Members: |
| Tier 1 Status: |

## Problem Solving Process

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| Brief Problem Description: *(program, classroom or student level)* | |
| Precise Problem Statement: *What? When? Where? Who? Why?* | Function: Obtain / Avoid? |
| Current Levels: *How often is the behavior occurring?* | Performance vs Skill Deficit? |
| Intervention Plan: Description of intervention / individualization  Consider: I) How desired behavior will be a) taught b) practiced 3) prompted 4) reinforced 5) faded & II) parent communication | |
| Progress Monitoring Strategy: *What data will be collected and how often?* | Implementation Monitoring Strategy: *Is the intervention implemented as planned?* |
| Review Date:       Outcome:       Next Steps: | |