

Home Program **Rubric and Grading Criteria**

Use this checklist in reviewing components of Home Program prior to submitting to your supervisor

General Requirements

- Inclusion of all client information on first page
- Double-spaced, well edited and grammatically correct, but clearly written and succinct
- Appropriately written without professional jargon
- Appropriately addressed to client, caregiver or both, depending on the needs and skills of the client.
- Closely follows therapy plan and activities which promote generalization of skills, as opposed to introducing objectives that are new or too challenging for the client
- Statement of general purpose of Home Program
- Follows format of Home Program in Clinic Handbook
- All materials (or a sample thereof) submitted with Home Program
- Reasonable relative to purpose, design and time requirements

General Directions:

- Specifics such as location and time of practice
- Frequency and duration of practice
- Specific instructions regarding how practice sessions are to be conducted

Activities:

- Title of each activity, which references the skill or behavior addressed
- Reference necessary and supplied materials
- Clearly describe the client's ability to perform the skill now, and with what types of supports
- Provide a clear description of the progression of the activity. Consider using numerical steps if best for the client/caregiver;
- Include specific instructions and information for both client and caregiver response
- Explain cues (no more than 1-2 from the caregiver) and reinforcements which may be necessary to correct or facilitate targeted behaviors.
- Examples, as appropriate, for clarity of task, cues, correction, etc.
- Clear description of closure or completion of each task
- Functional/general activity is reasonable to address skill
- Cues and feedback within functional activity are reasonable for the task.

Closing:

- Simple closure statement
- Appropriate to client and case disposition

Grading reference:

****A range** (HP is logical, functional, and reasonable, requiring minimal corrections. Activities and steps require minimal feedback to be clearly explained, detailed and tailored for the client. Cues and instruction are generally clear and appropriate for the client and partner. Materials and time requirements are appropriate)

****B range** (HP requires moderate correction/feedback to develop into a logical, functional, and reasonable document. Activities and steps require moderate feedback to be clearly explained, detailed and tailored for the client. Cues and instruction are occasionally unclear and/or inappropriate for the client and partner. Materials and time requirements are generally appropriate)

****C range** (HP requires significant correction/feedback to develop into a logical, functional, and reasonable document. Activities and steps require significant feedback to be clearly explained, detailed and tailored for the client, or may not follow current therapy plan. Cues and instruction are frequently unclear and/or inappropriate for the client and partner. Materials and time requirements are weak and/or inappropriate)