

# CPI - INDIVIDUAL DOCUMENTATION FORM

**Directions:** Use this form to document your involvement in a restrictive procedure. Only document what you were witness to and the IEP manager or administrator will summarize for a final report.

**Date:** \_\_\_\_\_ **Staff Member:** \_\_\_\_\_

**Student:** \_\_\_\_\_ **Time** (when you got involved): \_\_\_\_\_

**Duration of intervention**(amount of time you were involved): \_\_\_\_\_

**Location?** (circle one):      classroom                  hallway                  cafeteria                  gym                  outside

1.	What were the events leading up to the restrictive procedure? (check all that apply)		*I was not there before the restraint	
			*student was given verbal direction	
			*student or staff unable to understand communication	
			*student redirected from desired activity	
			*transition from one activity to another	
			*loud environment	
			*Other _____	
			*Other _____	
2.	What actions were taken by staff to avoid the restrictive procedure? (check all that apply)		*I was not there before the restraint	
			*physical redirection	
			*space given to the student	
			*verbal prompt	
			*visual prompt	
			*use of a timer	
			*ignore the behavior	
			*student separated from the activity	
	*Other _____			
3.	Who else (staff) was involved in the restrictive procedure?			
4.	What were the specific reasons for the restrictive procedure? (check all that apply)		*I was not there at the start of the restraint	
			*Spitting	*Hitting
			*Throwing objects	*Biting
			*Kicking	*Other _____
5.	The role you played in this restrictive procedure(circle one):	*spotter	*engaged in restraint	*both
6.	What were some of the physical signs of distress the student while in restraint? (check all that apply)		*Labored breathing	*Sweating
			*Red marks	*Other _____
			*Bruises	*Other _____
			*Other _____	*Other _____

Please continue on the other side.

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7. Please use the rest of the space for writing a short summary of the incident from the time you were involved until the time you left the incident.