



**UK Society for  
Behaviour Analysis**



## **UKBA(cert) Manual**

The purpose of this document is to describe the academic and competence standards that must be met for an applicant to be eligible to apply for UK Behaviour Analyst (cert) status with the UK Society for Behaviour Analysis.

The UK-SBA will begin to accept applications for candidates to qualify as UKBA(cert) from November 2025. The first exam for UKBA(cert) will be offered in early 2026.

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# **STANDARDS**

## OVERVIEW

The UK-SBA is the home of behaviour analysis in the UK and acts in the public interest by promoting safe and ethical practice underpinned by the science of behaviour analysis. The UK-SBA is responsible for formulating the standards of competence and professional conduct for those engaged in the practice of behaviour analysis in the UK.

The following document describes the standards of competence and process towards becoming a UKBA(cert) after January 2026. From 2023-December 2025 all candidates who have a BCBA/BCBA-D and reside in the UK may apply to become a UKBA(cert).

The UKBA(cert) is a postgraduate level qualification that indicates a practitioner has met the minimum academic and competence standards for the independent practice of behaviour analysis in the UK.

## ACADEMIC STANDARDS

All candidates for UKBA(cert) must have a Master's degree and have completed and passed an approved post-graduate course sequence.

Approved course sequences for applicants January 2026-December 2027 are:

- 1) UKSBA 120 credit post-graduate curriculum
- 2) BACB 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> VCS
- 3) ABA Tier 1 Sequence

Approved course sequences for applicants January 2028-December 2032:

- 1) UKSBA 120 credit post-graduate curriculum
- 2) BACB 5<sup>th</sup> VCS
- 3) ABA Tier 1 Sequence

## SUPERVISION

Most candidates who apply to become a UKBA(cert) after January 2026 will be required to complete the entire UKBA(cert) supervision and competence standards. The only exception is for candidates who began the ABAI 5<sup>th</sup> Verified Course Sequence before 1 September 2023 and started supervision using the BACB standards. Those candidates will should sit the BACB exam before December 2025, but may apply to sit the UKBA(cert) exam using their BACB 5<sup>th</sup> VCS paperwork until December 2027.

It is not possible to combine the BACB supervision standards and the UK-SBA supervision and competence standards.

## PURPOSE OF DEMONSTRATING COMPETENCE THROUGH SUPERVISED PRACTICE

The purpose of demonstrating competence through supervised practice is to demonstrate essential behaviour-analytic knowledge and skills, including the conceptualisation and application of behavioural principles to everyday situations and populations, and crucial 'soft skills' to facilitate behaviour change.

**Rationale: Competence-Based Framework**

*Competent application of behaviour analytic strategies and ethical and professional practice are essential for behaviour analytic practitioners. A competence-based framework focusses on holistic performance, which places equal emphasis on the knowledge and skills components required of well-rounded practitioners. The competence areas represent various critical elements of practice (e.g., assessment, intervention, reflective practice, inclusive practice). Under each competence area, individuals are required to demonstrate both knowledge (verbal behaviour) and directly observed skills in order to be deemed fully 'competent' and therefore appropriate for certification and independent practice. Traditional, hours-based models, on the other hand, may not set the occasion for the development and integration of all component parts.*

*The UK-SBA feel it is important to prepare the field of behaviour analysis in the UK to grow in size and scope. To ensure areas of competence are relevant to the range of settings in which behaviour-analytic work might be conducted in the UK, the individual knowledge and skill items under each area are intended to be general and equally applicable for all practice areas and settings.*

**Rationale: Areas of Competence, Knowledge, and Skill Items**

*The areas of competence and associated knowledge and skill items are intended to be broad and applicable to any application of behaviour analysis. For this reason, knowledge, and skill items are intentionally not operationally defined. This is intended to allow supervisors a degree of freedom to ensure supervisees can demonstrate competence in ways that are most appropriate to their area of practice.*

**Rationale: Language**

*The UK-SBA agree that, as the Academic and Competence Standards are intended to guide practitioner behaviour and encourage a common understanding, the content will be phrased in such a way as to be technological, accurate, and precise. Although these documents will be available to the public, the primary readership will be individuals within the field. Therefore, it is important that requirements are phrased in a way that facilitates the consistency of competence across practice areas.*

## GLOSSARY

Applicant	The UK-SBA-registered individual who wishes to become certified by the UK-SBA as a UKBA(cert)
UK Behaviour Analyst (cert)	Post-graduate level UK-SBA-certified practitioner who provides behaviour-analytic services
Competence Log	A document in which applicants record the 'signing off' of knowledge and skill items by the supervisor. This document is submitted as evidence of knowledge and skills gained during supervised practice.
Final Attestation Form	A document to be completed at the end of supervised practice by the applicant and each of their supervisors. The purpose of this document is to document the knowledge and skill items demonstrated under each supervisor.

# COMPETENCE STANDARDS

## **Rationale: Relationship between Curriculum and Competence Standards**

*The purpose of the UK-SBA curriculum is to guide the development of university MSc courses in behaviour analysis. It is therefore assumed that a supervisee has acquired (or is currently acquiring) the curriculum items as knowledge. The purpose of the competence standards is to guide supervisors and those undertaking supervised practice to acquire the skills to become a competent behaviour analyst. Therefore, the competence standards detail the way in which behaviour analysts are expected to practice, whereas the curriculum dictates the knowledge required for the competent practice of behaviour analysis. It should be acknowledged, however, that there are similarities in content between the two documents because often, demonstrating a skill competently requires that a person also possess the corresponding knowledge related to that skill (i.e., verbal behaviour). Although it is not the primary role of the supervisor to teach principles and concepts from the curriculum, there may be the occasional need for the supervisor to shape or augment a supervisee's knowledge for the corresponding skill to be acquired.*

## **Statement on Ethics**

Applicants must behave in accordance with the *UK-SBA Code of Professional and Ethical Conduct* during and after supervised practice.

## **Rationale: Values-Led Framework**

*A values-led framework, in which competence areas are grouped under core values, represents an opportunity to demonstrate the ethos which guides the field of behaviour analysis in the UK. The values signpost the common verbal discriminative stimuli that are intended to guide practitioner behaviour in the UK.*

## **Rationale: Competence Framework Structure**

*There are three overarching values. Competence areas that reflect critical elements of behaviour analytic practice (e.g., service implementation and communication) are grouped under the three values. Each competence area contains a number of knowledge and skill items essential for ethical and effective behaviour analytic practice.*

## **Case Studies**

Each applicant is required to complete written case studies for at least two separate clients. A single case study represents work completed with a client and may be comprised of a number of interventions. Documentation must contain information from referral and assessment through to intervention and evaluation including arrangements for maintenance. The purpose of a case study is to demonstrate the process of working with a client and should include evidence of all elements of engagement, including (but not limited to) assessment, selection of intervention(s), data, plans for

generalisation, and social validity. The number and type of interventions may vary from client to client, and some interventions may involve more than one client. One case study must contain an intervention in which behaviour was increased and one case study must contain an intervention in which behaviour was decreased.

### **Competence Log**

Throughout the process of supervised practice, each applicant must demonstrate essential behaviour-analytic knowledge and skills in a number of competence areas. This is completed by demonstrating knowledge and skills in situ, receiving supervision and feedback, and obtaining Supervisor confirmation when each knowledge and skill item has been mastered (recorded on the Competence Log). The type of evidence required to demonstrate mastery of each knowledge and skill item will vary depending on the item itself and the area of application, for example, direct observation, graphs, intervention descriptions, personal reflections, meeting minutes, data sheets, other permanent products, or verbal explanation. *Once completed, the Competence Log is submitted as part of the application for certification.*

#### **Rationale: Documentation Required to Obtain Certification**

*The purpose of the competence log is to allow supervisees to track which knowledge and skill items they have successfully demonstrated to their supervisor. When all items have been signed off, applicants may apply to sit for their exam.*

*The Final Attestation Form submitted to apply to sit for the exam identifies which knowledge and skill elements were signed off by which supervisors.*

*The purpose of the case study is to demonstrate an applicant's ability to apply and reflect on their knowledge and skills holistically, in context of and throughout the process of working with a client. Supervisors are expected to provide final approval for case studies before the competence log is submitted, endorsing the quality of the work. The UK-SBA will only check to ensure the case studies have been completed in their entirety including the supervisor's signature.*

In neither Case Studies nor Competence Log should there be anything which would allow the identification of the persons concerned. In addition to the removal of names of clients, names of organisations (e.g., hospitals, schools, care homes), and staff must also be removed. Additionally, it is recommended that where background information may identify a client (e.g., occupation, family factors, geographical location), applicants consider whether the information is required to justify the selection of the intervention and demonstrate contextual decision making or can be omitted.

### **Supervisors**

A supervisor must be a UKBA(cert) in good standing. Until December 2025, the requirements to become a supervisor will be the same as the BACB, and include completion of the 8-hour supervision course. The UK-SBA will soon update the supervisor requirements to come into affect from January 2026.



### ***Onset of Supervised Practice***

An applicant must secure sufficient and appropriate practice environments under the supervision of a Supervisor(s) who can oversee their work in that setting(s).

Applicants may begin supervised practice once they have:

1. Become a registered student member of the UK-SBA
2. Signed a Supervision Contract with a Supervisor
3. Commenced the first module of behaviour analytic content at a university offering a UK-SBA approved course sequence.
  - a. *Supervisees should ensure they have an adequate knowledge base and proper supervision before practicing; supervisors should ensure supervisees are practicing ethically, with sufficient knowledge and skills to begin practice.*

### ***Duration of Supervised Practice***

Applicants must demonstrate all knowledge and skill items in fewer than 5 years from the onset of supervised practice. Any competencies older than 5 years must be repeated. No knowledge and skill items may be signed-off until initiating attendance at the first module of behaviour-analytic content at a university offering an approved course sequence. A maximum of 5% of the total number of knowledge and skill items may be signed-off per month. A supervisor is not required to sign off any minimum number of knowledge and skill items per month and some months may pass without signing off any knowledge and skill items. It is anticipated that most applicants will sign off fewer than 5% of knowledge and skill items per month. In some settings it may be possible to sign off 5% per month if applicants have more opportunities to demonstrate competence.

## SUPERVISION REQUIREMENTS

The following table details the requirements for applicants and supervisors to meet.

<b>Supervisory Period</b>	The duration of each supervisory period is one calendar month.
<b>Observation-With-Client</b>	Some specific skill items must be directly observed. Skills that are directly observed must be observed in practice with a client (observations may be via video conference).

### **Rationale: Monthly Supervision**

*Supervision is required during each working month. All months during which applicants are engaging in behaviour analytic practice, supervision is required, regardless of the number of hours of practice per month. This requirement begins as soon as the applicant registers as pursuing certification through the UK-SBA. Behaviour analytic practice encompasses any of the behaviours included in the competence framework. The UK-SBA recommend a minimum of 2 hours of supervision per supervisory period. The number and duration of supervision sessions will be dependent on the activities required to prove competence.*

### **Rationale: Direct Observations**

*The group agrees that duration and quality of observation are independent. To ensure supervisors directly supervise the work of supervisees, there are a number of skill items that must be directly observed to be 'signed off'. As skills that are to be directly observed must be observed during practice, this ensures supervision will not only be office-based. As these skills are observed as an individual (even if the individual is in a group setting), there is no need for rules regarding individual vs. group supervision.*

### **Multiple Clients and Settings**

It is essential that applicants work with multiple clients to show evidence of all areas of competence. The applicants should also work across multiple settings to ensure generalisation of knowledge and skills and real-world application. Settings may include (but are not limited to) the community, homes, schools, the workplace, and clinics. The minimum number of clients and settings that each applicant works across is at the discretion of the Supervisor. For example, if the supervisee is working with an older population all work may need to be conducted in a care home setting if that is the only setting accessible to a supervisee.

It is recommended when working with individuals that the clients are part of the Supervisor's own caseload to ensure quality supervision and services.

### **Records (must be kept for 7 years)**

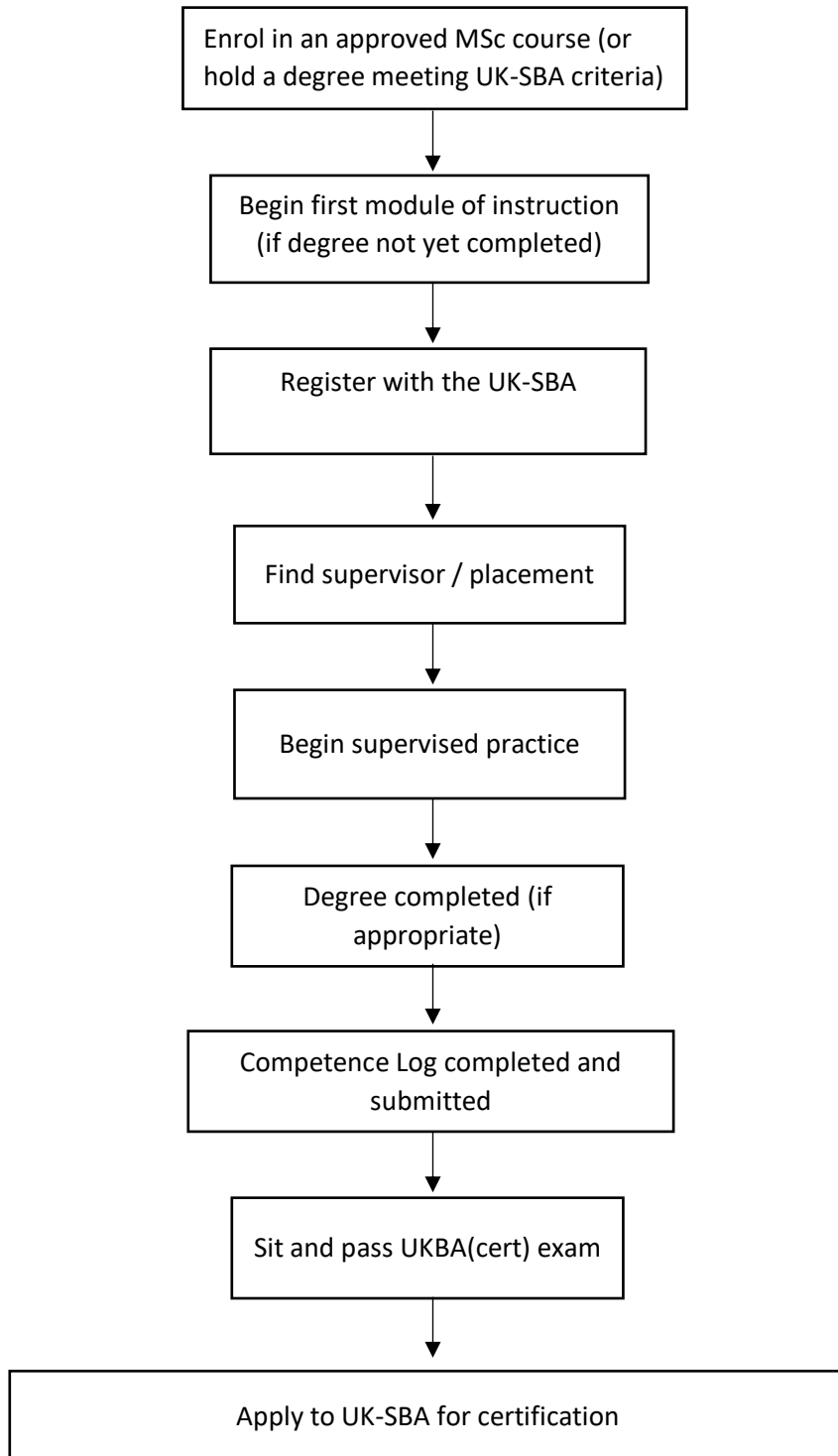
1. A supervision agreement must be developed and signed by each applicant and supervisor.
2. Supervisors and Supervisees are expected to behave in accordance with relevant legal and regulatory guidelines (e.g., GDPR).

## EXAM

### **Rationale: Exam Required to Obtain Certification**

*Requiring an exam is intended to provide a 'stop-gap' measure, preventing individuals from becoming UKBA(cert) before they demonstrate sufficient knowledge. An exam helps to standardise the content and level of knowledge required of UK practitioners. An exam may also assist in determining equivalency for practitioners who have completed their university coursework or supervised practice overseas. More details about the exam will be available in 2024.*

## PATHWAY TO UKBA(cert) CERTIFICATION



# MAINTAINING CERTIFICATION

## Maintenance requirements

In order to maintain certification status professionals must adhere to the following:

- Behave in accordance with the *UK-SBA Code of Professional and Ethical Conduct* at all times.
- Complete the yearly renewal and recertification paperwork, prior to certification expiring, and pay the correct fees.
- Complete a minimum number of CPDs in the appropriate sections.

\*\*One ACE-approved CEU = one CPD

## Continuing Professional Development

Continuing professional development is required to ensure that certificates continue to expand their behaviour-analytic skills and remain current in their practice.

<b>Total CPDs/CEUs required to recertify</b>	16
<b>CPDs/CEUs (any topic)</b>	13
<b>Ethics CPDs/CEUs (minimum)</b>	2
<b>Equality, Diversity, and Inclusion CPDs/CEUs (minimum)</b>	1

## Certification Period

A certification period is 1 year, UKBA(cert)s will recertify at the same time as membership renewal. Payment for continued certification will include the cost of continued UK-SBA Full Membership.

## Continuing Professional Development Units

A UKBA(cert) is required to complete 16 CPDs per year, two of which need to be in ethics and one of which needs to be in Equality, Diversity, and Inclusion (EDI).

All CPDs must occur within the certification period. Missing CPDs cannot be made up and additional CPDs gained cannot be rolled over into the next certification period.

# TEMPLATES AND FORMS

## SAMPLE SUPERVISION AGREEMENT

**Applicant Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Post Code:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

The following is an agreement between the Supervisor and the UK-SBA applicant for supervision towards gaining knowledge and skills in order for the applicant to be eligible to apply for UKBA(cert) status through the UK-SBA. The guidelines and terminology reflect those set out in the UK-SBA Competence Standards guidance document.

### Supervisor

Supervisor Name: \_\_\_\_\_ UK-SBA Member #: \_\_\_\_\_

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

### The Supervisor agrees to:

- Treat all information discussed in supervision confidentially.
- Maintain status as an Supervisor through the UK-SBA and to inform the applicant if this status changes.
- Sign competence logs by the end of every supervision period if agreed criteria have been met.
- Provide an invoice (if applicable) for any supervision fees at the end of each session or as agreed between the two parties.
- Sign the Final Attestation Form at the end of the supervision period if agreed criteria have been met.
- Foster reflective practice on the part of Supervisee
- Treat all information with respect and in a professional manner

### The Applicant agrees to:

- Ensure they understand the academic and supervision requirements necessary to apply for UKBA(cert) status and to take responsibility for attaining the correct supervision.
- Keep abreast of any changes in supervision requirements issued by the UK-SBA.
- Begin supervision only after initiating attendance at the first module of behaviour analytic content at a university offering an approved course sequence.
- Remain a registered member of the UK-SBA throughout supervision.
- Provide materials as requested by the Supervisor in a timely manner. Materials may include, but are not limited to assessments, video recordings, intervention documentation, and data.
- Complete all requested readings as agreed by the Supervisor and applicant.
- Complete the Competence Log.
- Fill in the Final Attestation Form at the end of the supervised practice period and provide a copy to the Supervisor for signing and for their records.
- Treat all information discussed in supervision confidentially.



- Work with multiple clients and where possible multiple setting such as homes, schools, the community, etc.
- Gain appropriate permission from employers/managers/clients agreeing to Supervisor involvement.

*NB: Knowledge and skill items must be accrued within 5 years. Any items accrued previously will need to be accrued again.*

**Both Parties agree to:**

- Adhere to the *UK-SBA Code of Professional and Ethical Conduct* at all times.
- Agree to the exact dates and duration of supervision sessions.
- Agree to the fee structure as follows:
  - 1:1 session - £\_\_\_ per applicant per hour
  - 1:2 session - £\_\_\_ per applicant per hour
  - 1:3 session - £\_\_\_ per applicant per hour
- Retain a copy of this agreement, Final Attestation Form and Competence Log for at least seven years after the final supervision meeting.

**Termination of relationship**

- The supervisory relationship may be terminated by either party at any time and should be terminated when one or both parties are unable to adhere to this agreement.
- In the event of a dispute the applicant may contact the UK-SBA directly to receive advice or register a complaint.
- The supervisor will not sign the applicant’s Competence Log or Final Attestation Form if any of the sections agreed to above have not been adhered to by the applicant.

*NB: Applicants are encouraged to work with other Supervisors over the course of their supervision to benefit optimally from supervised practice.*

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_



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## FINAL ATTESTATION FORM

### Applicant's details:

<b>Applicant's name:</b> _____ <b>Applicant's UK-SBA account #:</b> _____ <b>Start date:</b> _____ <b>End date:</b> _____
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### Supervisor(s) details:

<b>Supervisor Name:</b> _____ <b>Account #:</b> _____ <b>Qualification:</b> _____ <b>Number of knowledge and skill items signed-off:</b> _____ <b>Period of supervision:</b> _____  <b>Signed:</b> _____ <b>Date:</b> _____
<b>Supervisor Name:</b> _____ <b>Account #:</b> _____ <b>Qualification:</b> _____ <b>Number of knowledge and skill items signed-off:</b> _____ <b>Period of supervision:</b> _____  <b>Signed:</b> _____ <b>Date:</b> _____
<b>Supervisor Name:</b> _____ <b>Account #:</b> _____ <b>Qualification:</b> _____ <b>Number of knowledge and skill items signed-off:</b> _____ <b>Period of supervision:</b> _____  <b>Signed:</b> _____ <b>Date:</b> _____
<b>Supervisor Name:</b> _____ <b>Account #:</b> _____ <b>Qualification:</b> _____

Number of knowledge and skill items signed-off: \_\_\_\_\_

Period of supervision: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Applicant:**

I hereby attest that the information presented on this form is correct.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



## COMPETENCE LOG

The Competence Log is where applicants keep records of each knowledge and skill item as it is signed-off by the Supervisor. No more than 5% of the total number of knowledge and skill items may be signed-off per calendar month.

### KNOWLEDGE AND SKILL ITEMS COVERED TO DATE:

#### **COMPETENCE AREA 1.1: Diversity and culture**

	Date completed	Supervisor's name	Supervisor's signature	Evidence notes
1.1.1				
1.1.2				
1.1.3				
1.1.4				
1.1.5				
1.1.6				
1.1.7				
1.1.8				
1.1.9				

#### **COMPETENCE AREA 1.2: Professional and Community Relations, Consultation, Collaboration**

	Date completed	Supervisor's name	Supervisor's signature	Evidence notes
1.2.1				
1.2.2				
1.2.3				
1.2.4				
1.2.5				
1.2.6				
1.2.7				
1.2.8				
1.2.9				
1.2.10				
1.2.11				

#### **COMPETENCE AREA 2.1: Intervention and Service Implementation**

	Date completed	Supervisor's name	Supervisor's signature	Evidence notes

2.1.1				
2.1.2				
2.1.3				
2.1.4				
2.1.5				
2.1.6				
2.1.7				
2.1.8				
2.1.9				
2.1.10				
2.1.11				
2.1.12				
2.1.13				
2.1.14				
2.1.15				
2.1.16				
2.1.17				

**COMPETENCE AREA 2.2: Professional, Legal, and Ethical Practice**

	Date completed	Supervisor's name	Supervisor's signature	Evidence notes
2.2.1				
2.2.2				
2.2.3				
2.2.4				
2.2.5				
2.2.6				
2.2.7				
2.2.8				
2.2.9				
2.2.10				

**COMPETENCE AREA 2.3: Framing, Measuring, and Planning**

	Date completed	Supervisor's name	Supervisor's signature	Evidence notes
2.3.1				
2.3.2				
2.3.3				
2.3.4				
2.3.5				
2.3.6				
2.3.7				
2.3.8				
2.3.9				
2.3.10				
2.3.11				
2.3.12				

## COMPETENCE AREA 2.4: Discipline, Knowledge, Scholarship, and Research

	Date completed	Supervisor's name	Supervisor's signature	Evidence notes
2.4.1				
2.4.2				
2.4.3				
2.4.4				
2.4.5				
2.4.6				
2.4.7				

## COMPETENCE AREA 3.1: Communication

	Date completed	Supervisor's name	Supervisor's signature	Evidence notes
3.1.1				
3.1.2				
3.1.3				
3.1.4				
3.1.5				
3.1.6				

## COMPETENCE AREA 3.2: Reflective practice and supervision

	Date completed	Supervisor's name	Supervisor's signature	Evidence notes
3.2.1				
3.2.2				
3.2.3				
3.2.4				
3.2.5				
3.2.6				
3.2.7				
3.2.8				
3.2.9				
3.2.10				
3.2.11				
3.2.12				
3.2.13				