



Notice of Alleged Violation

Prior to submitting this *Notice* to the BACB, we strongly encourage you to attempt to resolve the matter directly with the Subject of this Notice and/or their supervisor (if the Subject of the Notice is a BCaBA or RBT).

If you are a behavior analyst, you must comply with Section 7.02 of the Professional and Ethical Compliance Code for Behavior Analysts prior to filing this Notice.

Have you attempted to resolve the matter directly with the Subject? Yes No

Subject of the Notice Information

Name of alleged Code violator ("Subject")

(Complete a separate Notice of Alleged Violation for each person named in the Notice.)

Subject's Credential:

- Registered Behavior Technician
- Board Certified Assistant Behavior Analyst
- Board Certified Behavior Analyst
- Board Certified Behavior Analyst-Doctoral
- Applicant for certification

City/State/Country of Violation:

Is this *Notice* related to another *Notice of Alleged Violation*? Yes No

If yes, who was named in the other *Notice*?

Name of Subject's Employer/Organization:

Description and Evidence of Alleged Violation

To submit a Notice, you must include evidence to support the allegations. In addition, identifying information about the client must be removed (i.e., black-out client names, birth dates, etc.). **A Notice must be filed within six months of the alleged Violation(s) of the Code.**

Date(s) of the Alleged Violation:

The *Notifier* may allege no more than five individual Code violations.

I allege that the Subject of the Notice has violated Section _____ of the [Professional and Ethical Compliance Code for Behavior Analysts](#). My explanation and evidence are as follows (to be completed by the *Notifier*):

I allege that the *Subject* of the Notice has violated section _____ of the [Professional and Ethical Compliance Code for Behavior Analysts](#). My explanation and evidence are as follows (to be completed by the *Notifier*):

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Actions with Other Organizations

Has a complaint been filed with another agency (e.g., Child Protective Services, licensing board, third-party payer, criminal or civil litigation)?

Yes No (skip the remaining questions in this section)

Please select the agencies where a complaint has been filed:

- Licensing Authority
- Payer
- Governmental or Healthcare Agency
- Employer or Supervisor
- Other

Provide the name of each agency that received a complaint:

What is the status of each complaint (e.g., submitted and pending, received final determination)*

The BACB may postpone processing of the Notice until the final determination(s) have been made by relevant agencies. Attach official documentation such as a copy of the complaint, findings of fact, final determination to the single PDF of supporting documents and submit with this *Notice*.

Notifier Information and Declaration

Your name

Notifier email address

Notifier phone number

Notifier's relation to the Subject of this Notice

- Client, client's representative, parent/guardian
- Colleague
- Supervisor
- Supervisee
- Student
- Employer
- Employee
- Third-party agency (e.g., Licensing board, insurance agency)
- BACB
- Other

I hereby declare that:

- 1) I am of legal age to sign this Notice.
- 2) I have direct knowledge of the alleged violation(s).
- 3) I agree to the terms and conditions stipulated in this Notice and I affirm that I have only provided truthful and accurate information in this Notice.
- 4) I waive any right or claim I may have against the BACB for the processing of this Notice and/or the release of information relating to this Notice, response to the subject, or determination of the BACB.
- 5) The information provided in this Notice is true and accurate to the best of my knowledge.
- 6) If applicable, I consent to and agree to assist with the investigation including, but not limited to, the submission of any and all information required by the BACB.
- 7) If I am not the recipient of services or a parent or legal guardian of the recipient of services, I have obtained permission to file this Notice from the recipient of services or parent or legal guardian of the recipient of services.
- 8) I understand that I may not appeal BACB determinations in which I am a Notifier. I understand that I will not be provided with a copy of the BACB's case files, including but not limited to, the response of the Subject of the Notice, related documentation, or records of Review Committee or Appeal Committee deliberations. I agree not to subpoena the BACB or name the BACB as a defendant in any litigation or third-party action.
- 9) I understand that the BACB may release this Notice and related documentation, including, but not limited to, my information as the Notifier, to the Subject of the Notice.
- 10) I understand that the BACB may release this matter, including, but not limited to, my identity, the identity of the Client and Certificant, response of the Subject, and the outcome of the matter, if such information is required or requested by any state or government official or agency. The BACB may, in its sole discretion, comply with any governmental agency request for release of this Notice, the Subject's response, and determinations, if any, by the BACB at any time during or following the BACB's processing of this Notice.
- 11) I agree to participate in the investigation of the Notice, including, but not limited to, providing consent for the behavior analysts named herein and their agency, school or organization, to release the comprehensive case file (including client or student service record) as may be needed to defend against the allegations provided herein.

Note:

- You must include supporting documentation for the Notice of Alleged Violation.
- Your supporting documentation must not exceed twenty pages.
- Your supporting documentation must be compiled into one PDF and attached to the NAV form.

Yes: I agree to the above conditions

Select "Yes" to agree to the above conditions. You may not submit a Notice without agreeing to the above conditions.

Notifier signature

Date:

Please upload your completed document here:
<https://bacb.com/submit-legal-documentation/>