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DEPARTMENT OF HUMAN SERVICES

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DEPARTMENT OF EDUCATION

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DEPARTMENT OF DRUG AND ALCOHOL PROGRAMS

The purpose of this document

is to provide considerations and practical strategies for school leadership teams seeking to create an integrated structure for the Student Assistance Program (SAP) and frameworks reflecting multi-tiered logic (e.g., MTSS/PBIS). The document highlights actions and considerations for schools that have not yet begun or are in early stages of the integration and alignment process.

Areas explored in the document:

- Readiness and Planning
- Teaming
- Common Referral Process
- Family Engagement, Consent, and Confidentiality
- Data-based Decision-making and Documentation

Examples of Guiding Questions for Schools

- Which initiatives (e.g., SAP, MTSS, PBIS) are currently being implemented with fidelity and in which buildings?
- What do team structures, roles, and responsibilities look like at each tier?
- What are the referral mechanisms and procedures, including routing processes?
- What are the mechanisms for data collection and documentation, including key decision-making points?
- What tools are needed for goal-setting and progress monitoring?
- What are the SAP, MTSS, and PBIS-related training needs of targeted constituency groups?
- What internal and external resources support alignment and integration, and has the LEA engaged in a formal resource mapping process?
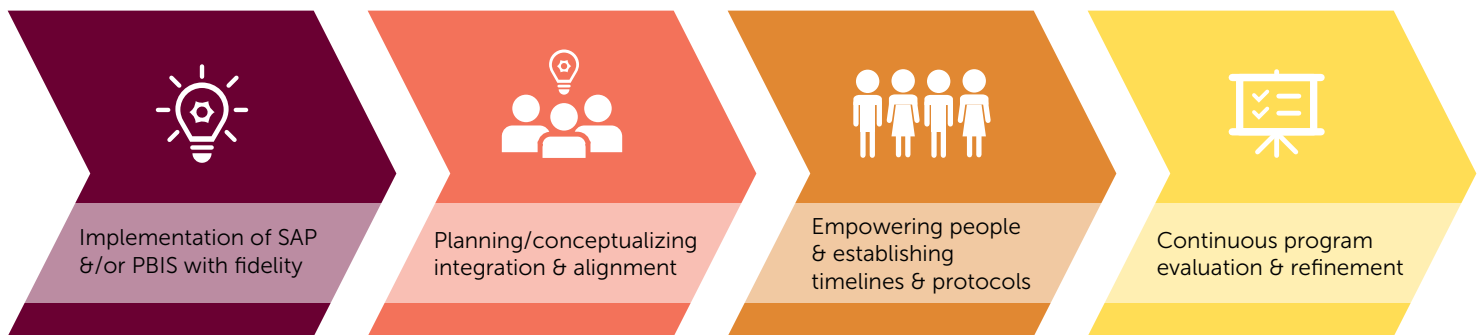
Valuable Resources for Schools

- National Implementation Research Network:

- National Technical Assistance Center on Positive Behavior Interventions and Support:

- Pennsylvania Network for Student Assistance Services:

- SAP/PBIS Integration Comparison/Contrast Analysis Tool from the Planning for SAP/PBIS Alignment and Merger from the

- National Center for School Mental Health:

The graphic below represents actionable milestones associated with the integration and alignment of SAP and MTSS/PBIS. The graphic highlights key features associated with each phase of the change process, drawn from implementation science, that help to assess readiness (Fixen et al., 2018).

Integration Steps Analysis

| Implementation of SAP &/or PBIS with fidelity | Planning/conceptualizing integration & alignment | Empowering people & establishing timelines & protocols | Continuous program evaluation & refinement |

EXPLORATION

- Readiness and Planning
- Teaming
- Common Referral Process
- Family Engagement, Consent, and Confidentiality
- Data-based Decision-making and Documentation

INSTALLATION

- Team structure with clear roles and meeting dates
- Resources identified and secured
- Work plans developed to include data and documentation systems, referral mechanisms, evaluation system
- Staff/team training needs determined

INITIAL IMPLEMENTATION

- Timeline set for roll-out and scale-up
- Problem-solving protocol developed
- Meeting schedule set
- Stakeholder training and communication system
- Set plan to monitor fidelity
- Ongoing professional development

FULL IMPLEMENTATION

- Resources identified and secured
- Work plans developed to include data and documentation systems, referral mechanisms, evaluation system
- Staff/team training needs determined

Please contact your   and/or your local facilitator from the   or   with questions about the contents of the guidance document or for support with your integration and alignment efforts.

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