

## How to Create Reference Booklets

### Required Supplies:

- Color printer with duplex (double-sided) capability
- 4.25 x 5.5 inch printable postcards stock
  - <https://www.amazon.com/dp/B07P67DF2H>
- .75 inch binder rings
  - <https://www.amazon.com/dp/B07V3VH4KZ>
- Hole punch

### Optional Supplies:

- Corner rounder
  - <https://www.amazon.com/dp/B0076FJ7SS>
- Thermal laminating pouches and a laminator
  - <https://www.amazon.com/dp/B00CBAWIIY>
  - <https://www.amazon.com/dp/B00CLV8ZIU>
- Paper trimmer
  - <https://www.amazon.com/dp/B0000MYB18>

### Assembly Instructions:

#### Fast (but less durable) construction method:

1. Print pages 2 and 3 of this template in color, double-sided, on the printable postcard stock.
2. Tear cards and arrange so that card 1 (purple border) is on top, card 3 (blue) is next, and card 4-5 (orange) is last.
3. With each completed booklet, use a hole punch to create one hole on the left, center side.
4. Bind each booklet using the binder rings.

#### Slow (but more durable) method:

1. Follow steps 1 and 2 above.
2. Use the corner rounder to round the corners of all cards.
3. Carefully laminate cards in the lamination pouches. Standard sized lamination pouches can accommodate 4 cards at the same time with approximately .25 inches of space between cards.
4. After laminating, use the paper trimmer to cut the cards.
5. Use the corner rounder to round the laminated corners of all cards.
6. Follow steps 3 and 4 above.

# Behavior Analysis for Inclusive Physical Exams

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Funding Disclaimer:



Download Materials or Contact Us:



## HOW TO PRACTICE After the Training



**Physical Examiners:** Use this Booklet to Help You



**Patients:** Choose "ACT AS PATIENT" on Training Site



**Evaluators:** Choose "EVALUATE" on Training Site

Training Site:



# Before Each Procedure...

3

Tell what you will do

Show what you will do using visual

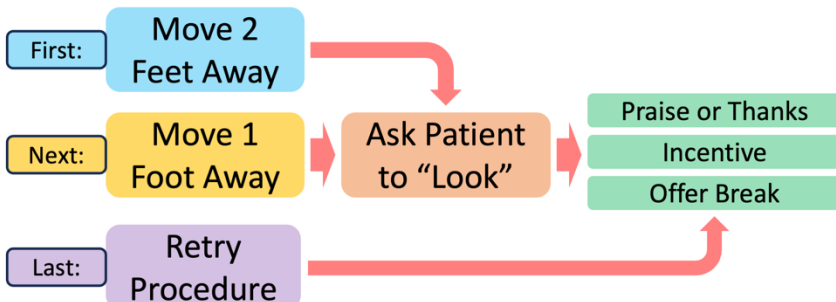
Do Procedure

# If Patient Doesn't Cooperate...

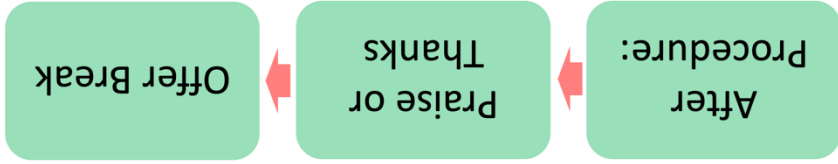
4-5

**Break Down the Procedure:** Ask patient to "look" at the medical instrument or visual support from 2 feet away, then from 1 foot away, then retry procedure. *Remember to give praise, incentive, and offer a break after each step.*

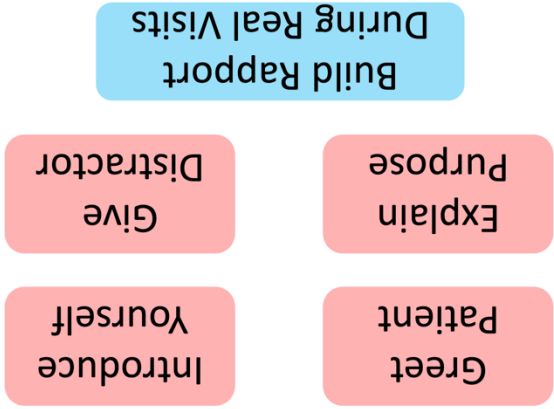
**Move on** if they are uncooperative during any step.



# If Patient Cooperates



# Start of Exam



# End of Exam

