

AAC Collaborative Supports: Roles & Responsibilities

appropriate, identify who is responsible for Student:			Date:			
Developing and supporting structural supports	Parent	Para	Teacher	SLP	AAC Support	Other:
Keeping track of vocabulary introduced and mastered						
Developing or revising student access plans for the student						
Updating visual supports or multimodal supports as needed						
Scripting routines and interactions						
Building opportunities for participation and skill development	Parent	Para	Teacher	SLP	AAC Support	Other:
Identifying and expanding the number of opportunities for use of supports or tools throughout the day						
Identifying the vocabulary needed to participate in new activities/routines						
Previewing or pre-teaching new vocabulary or programming with the student						
Teaching peers how to interact using the supports or tools the student uses						
Recording data relative to goals targeting communication skills						
Responsibilities for implementing technology tools	Parent	Para	Teacher	SLP	AAC Support	Other:
Programming tools for daily changes/activities						
Overseeing overall vocabulary design/device content to align with language needs/goals						
Making major changes/updates to vocabulary						
Making changes/adjustments to positioning of device or mount						
Obtaining/maintaining accessories and access supports (e.g. switches, cables, printers)						
Ongoing monitoring of skills and needs for new goals, strategies and supports						
Responsibilities for maintaining technology tools	Parent	Para	Teacher	SLP	AAC Support	Other:
Cleaning tools/devices on a scheduled basis						
Charging the device on a regular basis						
Trouble-shooting problems with the device						
Contacting the vendor regarding problems with the device						
Sending the device in for repair						
Signatures						