

## **Luzerne-Wyoming Counties Mental Health and Developmental Services**

### **DEVELOPMENTAL SERVICES DEFINITIONS**

**January 1, 2018 to December 31, 2018 Request for Proposals**

All services for individuals with Developmental Disabilities, which encompass Intellectual Disability, Early Intervention or Autism, should be evidence based and promote promising practices. The services should produce measurable and sustained beneficial outcomes and teach skills, provide direction and intervention and implement support to enhance the quality of life and community participation of our consumers and provide support to family members and caregivers.

#### **Advanced Supported Employment**

Advanced Supported Employment is an enhanced version of supported employment services provided by qualified providers. The service includes discovery, job development, systematic instruction to learn the key tasks and responsibilities of the position and intensive job coaching and supports that lead to job stabilization and retention.

#### **Behavioral Support Services**

This is a direct one-one service that includes functional assessment, development of strategies to support an individual based upon assessment and providing training to individual, staff, parents and caregivers.

#### **Benefits Counseling**

Benefits Counseling is a direct service designed to inform, and answer questions from, a participant about competitive integrated employment and how and whether it will result in increased economic self-sufficiency and/or net financial benefits through the use of various work incentives.

#### **Community Home**

A community home is a building or separate dwelling unit in which residential care is provided to one or more individuals with intellectual disabilities in accordance with Pennsylvania Code Title 55 Department of Human Services Chapter 6400.

#### **Community Participation Supports (replaces Prevocational Service and Licensed Day Habilitation)**

- ◆ Community Participation Supports provides opportunities and support for community inclusion and building interest in and developing skills and potential for competitive integrated employment.

- ◆ It is intended to flexibly wrap around or otherwise support community life secondary to employment, as a primary goal. This service involves participation in integrated community settings, in activities that involve persons without disabilities who are not paid or unpaid caregivers.
- ◆ This service is expected to result in the participant developing and sustaining a range of valued social roles and relationships, building natural supports, increasing independence, increasing potential for employment, and experiencing meaningful community participation and inclusion.
- ◆ May be provided in the following settings: Community Locations, Community Hubs, Adult Training Facilities, Older Adult Daily living Centers, and Vocational Facilities

### **Community Residential Rehabilitation (CRR) Services for the Mentally Ill**

This is a transitional residential program in the community for individuals who have chronic psychiatric disabilities which is provided to adults with intellectual disabilities. This program provides psychological rehabilitation in a full care setting. This program is in accordance with Department of Human Services 55 Pa Code Chapter 5310.

### **Early Intervention Services**

Early Intervention is services and supports designed to help families with children with developmental delays. The supports and services should enhance children's developmental and educational growth to interact more independently throughout daily routines at home and in the community such as: physical, occupational and speech therapy, special instruction, audiology and vision services. Service providers should have an understanding of and ability to use evidence based practices and positive interventions for improving developmental and behavioral outcomes for infants and toddlers with or at risk of delay or disability.

### **Education Support Services**

Education support services consists of education and related services that are limited to the following: Tuition for adult education classes offered by a college, community college, technical school or university; general fees charged to all students; on campus peer support; classes; and adult education or tutoring program for reading or math instruction.

### **Family Aide (In-Home Respite Less than 16 hours per day)**

Temporary relief for the family which is provided in segments of less than 24 hours with maximum of four (4) sessions per month/per individual.

### **Financial Management Service Organization (Agency with Choice)**

This service was developed to perform two primary functions. The first function is to reduce individuals'/representatives' employer-related burden through the provision of appropriate fiscal and supportive services. The second function is to assure the state and counties that support services are being provided in compliance with federal, state and local tax and labor requirements related to the employment of qualified support service workers (e.g., acting as a certified Medicaid provider for the purpose of receiving and disbursing Medicaid funds).

This is a service that must meet contractual conditions that facilitates individuals/representatives in the employment and management of individual providers of service of their choice.

### **Guardianship Services/Power of Attorney**

Guardianship services permit an agency to act in the best interest of the incapacitated person both financial and of the person after appointment by the court. The guardian entity provides protection of the person's rights and assurance that needs are met specific to each person's health and safety while utilizing the least restrictive option. This system permits the incapacitated person to participate as fully as possible in all decisions which may affect them.

Power of attorney is a legal service provided which assists the individual in managing financial, medical and personal issues. This designation is voluntary and allows the agency representative to act on behalf of a consumer ensuring health, safety and general well being. This designation can be revoked at any time by the consumer.

### **Incident Management Services**

The requirements for Incident Management Services are outlined in the Office of Developmental Programs Incident Management Bulletin [#6000-04-01](#). Incident Management is a statewide process involving the reporting, reviewing, categorizing, and investigating of incidents entered into Enterprise Incident Management (EIM).

### **Independent Monitoring for Quality (IM4Q)**

The Independent Monitoring for Quality Project conducts surveys with individuals receiving services and supports from the Intellectual Disabilities system for the purpose of providing information about their lives and

services as part of a continuing quality improvement initiative. The Project must be a 501C3 entity that does not provide direct services/supports to people with developmental disabilities in order to maintain its independent, conflict-free nature.

**In-Home and Community Supports - Unlicensed (Formerly Home and Community Habilitation)**

This is a direct service provided in home and community settings to assist participants in acquiring, maintaining and improving the skills necessary to live in the community, to live more independently, and to participate meaningfully in community life.

**Interpreter Services – Spanish and Deaf and Hard of Hearing**

Interpreter services for families of the Hispanic population and deaf/hard of hearing population in order for them to attend meetings regarding their child's involvement in Early Intervention and/or Developmental Services.

**Life Sharing**

Family Living (Life Sharing) is a service provided in the private home of an individual or a family in which residential care is provided to one or two individuals with intellectual disabilities in accordance with Pennsylvania Code 55 Department of Human Services Chapter 6500.

**Provider Monitoring Process (New Terminology, Quality Assurance and Improvement QA&I)**

Provider Monitoring utilizes standard process tools and data collection documents to verify that waiver providers are qualified and services are provided in compliance with the Waivers and federal and state regulations. Provider Monitoring also ensures that the Office of Developmental Programs policy and procedures and the current ODP Provider Agreement for participation in the Consolidated and P/FDS Waiver Services are followed. Resource information may be located under ODP Info Memo # 074-14 and on ODP consulting.net website.

**Psychological Services**

Psychological services provide the testing necessary to determine eligibility for intellectual disability services. Assessments and Adaptive Behavior Scales (ABS) will be administered by a licensed psychologist. The assessment tools utilized will conclude the level of functioning of individuals referred for intellectual disabilities services. The psychological assessments need to establish eligibility based on IQ.

The psychologist will work in conjunction with the Administrative Entity (AE) Intake Worker and the Supports Coordination Unit to coordinate scheduling.

### **Residential Placement (Prader-Willi)**

Residential services to individuals with a diagnosis of Prader Willi Syndrome.

### **Respite Care: Day (16 hours or more, In and Out of Home for both Children and Adults)**

Provides periodic relief, both in and out of the home, for children and adults, from the responsibility of caring for a family member through the use of facility or family based settings with Day Respite is 16 hours/day or more stay, limited to 28 days/per individual in a Fiscal Year (July – June). Respite is no more than 480 units per fiscal year.

### **Shift Nursing**

Direct service must be provided by a RN or LPN on a part time or full time basis for participants 21 years old or older. Diagnosing and treating human responses to actual or potential health problems through such service as case finding, health teaching, health counseling, provision of care supportive to or restorative of life and well being, and executing medical regimes as prescribed by a licensed physician or dentist.

The term does not include acts of medical diagnosis or prescription of medical, therapeutic or corrective measures, except as may be authorized by rules and regulations jointly promulgated by the State Board of Medicine and the Board, which rules and regulations will be implemented by the Board.

An individual's need for nursing services should be based on the individual's needs assessment results and other appropriate medical professional assessments.

### **Small Group Employment (Replaces Transitional Work Services)**

Small Group Employment consists of supporting participants in transitioning to competitive integrated employment through work that occurs in a location other than a facility. Small Group Employment service options include mobile work force, work station in industry, affirmative industry, and enclaves.

### **Supported Employment (Job Finding/Job Support Services)**

Supported employment consists of two components: Job finding and Job support. Job finding may include interview assistance, employer outreach and orientation, resume preparation, job searching, and preparation for job tasks. Job support consists of training the individual receiving the service on job assignments, periodic follow-up and/or ongoing support, and assistance in learning new job assignments, maintaining job skills, and achieving performance expectations from the employer.

- ◆ Competitive employment refers to paid employment in the public or private sector in integrated settings whereby individuals receive at least minimum wage, but generally the prevailing wage of co-workers performing the same job with comparable experience or expertise. Individuals are also entitled to the benefits, training, and personnel related experiences as co-workers within the company performing comparable work.
- ◆ Employment services include all the services generally associated with those provided by a “job coach”.

### **Supported Living**

This is a direct and indirect service provided to participants who live in a private home that is owned, leased or rented by the participant or provided for the participant’s use via a Special or Supplemental Needs Trust and located in Pennsylvania. These services are provided to protect the health and welfare of participants by assisting them in general area of self-care, health maintenance, wellness activities, meal preparation, managing personal resources, home management, decision making , communication, mobility and transportation, personal adjustment, participating in community functions, and relationship development and socialization. Through the provision of this service participants will be supported to live in their own home to maintain or improve skills necessary to live more independently and be more productive and participatory in community life.

### **Transportation Service**

- ◆ This service is the provision of transportation for individuals to enable them to access services, activities, or supports, in accordance with their ISPs.
- ◆ These include transportation that are provided by Adult Training Facilities, Pre-Vocational Service, and Transitional Work Service providers who transport individuals to and from their homes and provider sites.
- ◆ It is not transportation that is an integral part of the provision of activities within these services, nor is it transportation associated with residential services.
- ◆ Transportation Trip – Provided to individuals for which costs are determined as a per trip basis. Trip distances are defined by ODP through the use of zones. Zones are defined as follows: Zone 1: greater than 0 and up to 20 miles; Zone 2: greater than 20 and up to 40 miles; and Zone 3: greater than 40 and up to 60 miles.

