

I. Program Description

A. Program Overview

Stone Belt's Supported Living Program (SLP) provides direct support and training to adults and children with disabilities in home and community based settings. Supports range from 24 hours a day to a few hours per week and are based on the Individualized Support Plan, Person Centered Plan/Person Centered Description and the individual's funding resources.

The SLP provides services under three Program Categories:

1. Residential Habilitation and Support
2. Respite Care
3. Attendant Care

See Program Components for more specific information about these services.

B. Goals

It is the goal of the Supported Living Program to prepare, empower and support individuals with intellectual/developmental disabilities in:

1. Fulfilling their life's goals.
2. Establishing meaningful relationships.
3. Participating fully in their communities.
4. Becoming self sufficient.

II. Program Participation

A. Populations Served and Eligibility

Stone Belt serves children and adults with intellectual/developmental disabilities who have been deemed eligible for services by the Bureau of Developmental Disability Services (BDDS) or the Division of Aging (DOA).

B. Referral Sources

Stone Belt accepts referrals from the person desiring admission, families, other service providers, case managers, schools, and funding agencies.

C. Admission

To be admitted to the Supported Living Program, applicants must meet the following criteria:

- a. Meets all general Stone Belt admission criteria according to the Admissions Policy
- b. Is eligible for BDDS or DOA funding
- c. Has a budget allocation that supports the implementation of their Individualized Program Plan, Person Centered Plan, Behavioral Support Plan and/or health and safety needs

D. Individual Program Planning

All persons enrolled in Stone Belt's programs have an Individualized Support Plan (ISP) that is based on the individual's Person Centered Plan. The plan is developed upon admission and annually thereafter. Goals and outcomes are developed with each individual and his/her support team. Each individual has a Consumer Supports Coordinator who is responsible for writing and coordinating the plan that is developed. Direct Support Professionals are responsible for implementation and data collection. Progress on the ISP goals and outcomes is monitored by the Coordinator on a monthly basis and reviewed quarterly with the support team. Changes to the plan are made anytime the support team deems necessary.

E. Program Components

Stone Belt's Supported Living Program offers services under three service categories. The requirements of each service differ and are defined by BDDS and DOA.

1. Residential Habilitation and Support: Residential Habilitation and Supports (RHS) are supports provided through the Medicaid Waiver or State Line Funding. Supports are provided in someone's home or in the community. The supports are designed to assist in the acquisition, retention and/or improvement in skills necessary to support the person to live successfully in his/her home and/or in the community. Specific activities may include community participation, building relationships and social capital, home management, money management, daily living skills, recreation, exercise, health care management or other activities important to or for the client.
2. Respite Care: Periodic, short-term supports provided to a person when the family member or the primary caregiver cannot be present or when he/she needs a rest from his/her care responsibilities. Respite services cannot be utilized to enable a primary caregiver to work or attend school.
3. Attendant Care – Supports that primarily involve hands-on assistance for aging adults and persons with disabilities in order to allow the client to remain in his/her own home and to carry out functions of daily living, self-care, and mobility. Depending on the type of waiver, Attendant Care hours may be limited to 40 hours per week. Specific activities may include community participation, building relationships and social capital, home management, money management, daily living skills, recreation, exercise, health care management or other activities important to or for the client.

F. Service Delivery

1. Length of Service

Supported Living Services can be provided as long as the program continues to be deemed appropriate and desired by the client and as long as the funding source is maintained.

2. Hours of Operation

The Supported Living Program operates 24 hours a day, 7 days per week.

3. Frequency of Services

Each client receiving waiver services is allocated a budget by the state. During the annual process, the support team, including the client, determines how to utilize the budget to maximize the services received and to implement the ISP. This planning process results in a Plan of Care. Stone Belt provides services based on the amount of hours allocated on the Plan of Care. The hours of

the day and days of the week that services are provided is negotiated with the client and his/her support team.

4. Fees and Payer Sources

Fees for services provided under the Medicaid Waivers or through State Line Funding are determined by the State of Indiana. The current fee scale is as follows:

Medicaid Waiver (Support Services, Autism, Developmental Disabilities Waivers):

RHS (> 35 hrs/week) : \$19.52/hour
RHS (<35 hours/week): \$23.24
Respite: \$23.24

State Line Funding:

RHS (> 35 hrs/week) : \$20.11/hour
RHS (<35 hours/week): \$23.24/hour
Respite: \$23.24/hour

Aged and Disabled and Traumatic Brain Injury Waivers:

Attendant Care: \$18.80/hour

5. Discharge

Discharge from the Supported Living Program may occur when:

- The client/legal guardian chooses to leave services.
- Services are no longer appropriate, either because the client has received full benefit or because the needs of the client have changed.
- The client, and/or as applicable, the family, refuses to participate in available services.
- The client no longer meets admission criteria.
- The client has presented conduct dangerous to self or others that is not manageable through behavior intervention techniques, medication and/or environmental adjustments.
- Funding for services is no longer available.

III. Intra/Interagency Relationships

Many clients in Stone Belt's Supported Living Program are in multiple Stone Belt programs, including Employment, Lifelong Learning, Behavioral

Support Services and Work Services. For clients in SLP, a Consumer Supports Coordinator is assigned to manage the client's program and advocate for the client to receive appropriate services. The CSC is Stone Belt's representative for the client's support team therefore, it is essential that the CSC have open communication with personnel from other Stone Belt programs, as well as the client's support team in order to effectively coordinate services. Some clients in Stone Belt's SLP are also enrolled in programs supervised by other agencies. Therefore, communication with those outside agencies is also essential.

IV. *Personnel*

- A. Direct Support Professional - The DSP provides direct instruction and support to consumers to assist them in achieving their personal goals, accessing health care and other community services, maintaining a household, participating in community activities and retaining employment. This position is directly supervised by the Home Manager.
- B. Home Manager - The Home Manager is responsible for the day-to-day operation of assigned homes and is the leader of his/her Supported Living Program team. This position directly supervised by the Coordinator - SLP.
- C. Consumer Supports Coordinator - The Consumer Supports Coordinator assists with the operation of Stone Belt's Supported Living Program by negotiating and coordinating all supports with case managers, clients, state service coordinators, and other members of the support team, as necessary to ensure that services and supports are planned and approved to meet the consumers' needs. The coordinator oversees the overall operation of assigned sites in accordance with federal and state regulations, certifying agencies, and Stone Belt policies and procedures. This position is directly supervised by the Director of Supported Living.
- D. Director of Supported Living - is responsible for the development, maintenance and direction of programs serving adults with disabilities in the area of residential living, including Supported Living, and for the supervision and development of staff in this program area. This position is directly supervised by the Chief Executive Officer.

V. *Program Evaluation*

On an annual basis, program outcomes are developed as part of Stone Belt's Outcome Measurement System. Current outcomes include Progress, Access, Satisfaction and Efficiency. Data is collected from internal sources, as well as from clients, families and other stakeholders. The data is analyzed in order to determine progress toward the outcomes. Information gained from the data collection/analysis is used to make recommendations for improvement in the Supported Living Program.