

IPP/Habilitation/BSP

Individualized Program Plan (IPP) is defined as written plan developed by the individual with the other members of his/her interdisciplinary team, known as the IPP team that describes the services to meet the assessed needs.

- The IPP must be an individualized person centered plan that specifies agreed upon services to be delivered to the individual to meet identified needs.
- The IPP must be a plan to offer habilitation services and supports to individuals.
- The IPP must be based on individual's preferences and the comprehensive assessments.
- The provider must participate in development of the annual IPP and take the necessary steps to ensure that the IPP documents the IPP team review, discussions, and decisions.

Programs and Supports: Services such as supports and programs to learn new skills must be identified in the IPP. The provider must develop a specific written plan with enough detail to consistently implement these services.

Supports are the assistance required by the individual to maintain or increase independence, achieve community participation, improve productivity, and for health and safety. Supports must be flexible and subject to change when circumstances change or the supports are no longer needed or effective. (4-005.01C1)

Programs must be based on the goals identified in the IPP for the development of functional skills. (4-005.01C2)

IPP Team Process: The IPP is developed through an IPP team process. The IPP team assigns responsibility for obtaining

4-005.03 Positive Behavioral Supports: In addressing behaviors, the provider must develop and implement policies, procedures, and practices that emphasize positive approaches directed towards maximizing the growth and development of each individual. The provider must ensure the following behavior supports and emergency safety interventions for emergency safety situations are in place:

1. The assessment must attempt to define the communicative function of the behavior for the individual;
2. The assessment must focus on what purpose the identified behavior serves in the individual's life;
3. A review of the individual's day supports, residential supports, and other relevant data must be incorporated in the assessment process;
4. A plan for the individual must be developed that emphasizes positive meaningful activities and options that are inconsistent with the behavior targeted for change;
5. There must be a combination of a planned meaningful day and individualized supports for the individual;

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6. The plan must include a description of potential stressors and triggers that may lead to the individual experiencing a crisis. Once identified, there must be a comprehensive safety plan developed and implemented; and

7. There must be meaningful and individualized data collection and data analysis that track the progress of the individual.

The data must be presented in a useful manner and collected through a range of methods that are valid and meaningful for planning and evaluation efforts.

Data will be collected by staff daily and calculated monthly

Detailed criterion based goals and objectives allow for a clear picture of client progress or lack of progress. When progress is not noted, staff are able to reconstruct accurately the intervention provided and develop new methods. Specific goals and objectives allow for easier review by program peers and supervisors who may be able to offer suggestions for progress

Assessments will be completed within 30 days prior to the IPP meeting.

BSP

Individuals receiving services will have a Behavioral Support Plan.

Data will be collected by staff daily and calculated monthly. The HLRC Committee will review programs prior to implementation and will be reviewed if any changes are made to the plan.

These plans will be reviewed quarterly but at least twice a year.

The BSP will function as the treatment plan.

Communication will occur with the service coordinator, and/or other members of the team regarding changes in the individual's progress, problems with implementation of any part of the habilitation/BSP/IPP.

Habilitation

Plans must be developed in concert with the individual.

Goals are mutually agreed upon, timelines, objectives, methods, criteria and current status, must receive team consent.

It is required that clients review and signify their understanding and agreement by signing above the staff member's signature.

Habilitation plans will be based on long-term and short-term objectives.

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They must include the following

- Information on what the individual will need to do to perform the skill
- Method on what Staff will do to assist the individual
- Criteria for measurement
- Data collection
- Method/Schedule
- Materials needed
- Authorized persons to implement and monitor the program
- Reinforcement/Schedule

Goals must be written to include specific, observable and measurable objectives which contain the following components:

- direction of change
- change desired
- deficit or excess
- present level
- expected level
- expected date of completion

The goals will be developmentally sequenced according to the individual's developmental progression.

They will include the skill or behavior to be achieved specified in positive language. It is required to be a single behavioral outcome.

Short term objectives must include criteria which states that the performance level and duration necessary to indicate the skill or behavior will occur consistently and reliably. There must also be a condition which describes the level of assistance or level of resources needed to define the circumstances in which the skill or behavior is to occur.

A detailed description of the method used by the staff member to achieve the objective will be included for each objective.

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