
This example is for an individual who receives multiple services through Pathways



Identification

1. Individual receiving services First Name

Betty

2. Individual receiving services Last Name

Smith

3. County where Individual resides

- Allegheny
- Butler
- Fayette
- Greene
- Lawrence
- Washington
- Westmoreland

4. Managing Employer First Name

Harry

5. Managing Employer Last Name

Potter



Service Description 1

6. Service Provided (choose and complete one option at a time)

Please choose service(s) authorized one at time. You will be prompted to Complete Section 2 for each service and upon completion of each service you will be prompted.

- Companion
- In-Home and Community Supports
- Supported Employment

7. Supported Employment (can choose multiple options)

Focused on competitive employment supports including resume building, assisting with developing or finding the appropriate job, interviewing skills and teaching/supporting maintaining, improving or acquiring skills for continued employment and ultimately fading to minimal or no supports. Per ODP Technical Guidance: As part of individual's ongoing use of job coaching and support, it is expected a fading plan or fading schedule that will address how use of this service will decrease as the individual's productivity and independence on the job increases and as he/she develops unpaid supports through coworkers and other on-the-job resources.

(W7235): SE Career Assessment W/B

(W9794): SE Job Coach W/B or (W9794:U4): SE Job Coach W/O

(H2023): SE Job Find W/B

8. What is the Outcome Statement for this service?

Outcome statements in the ISP are located in 1) the Services and Support first section titled Individual Outcome Summary; and 2) the Outcome Action Plan section outlines What Actions are Needed and How Will You Know Progress is being Made.

Betty works in her community in a job that she knows she can do well and makes her feel proud to have her own money as well as gives her the chance to make new friends.

9. Has progress been achieved to meet the desired outcome of the service provided? (Progress may be either improvement or maintenance.)

Yes

No

10. What kind of progress was made?

During the past 3 months, Betty has continued to have Supported Employment Supports. After Betty created her resume, she spent time engaging in her community with Mary (SSP) to fill out applications at 5 local companies inclusive of 2 Shop N Saves, 1 Giant Eagle and 1 Kuhn's Market. Betty was able to independently provide the employer with a copy of her resume and was very polite during each of these sessions. To note progress, she did receive a call back from Kuhn's and was asked to come in for an interview for front-end worker. Betty practiced what types of questions they may ask her and also created a list of important things about herself that she would want to share during the interview with verbal support and guidance. Betty identified independently 4 things about her that an employer would like; 1) she is always friendly, 2) she likes to be neat and dressed well, 3) she never missed school and 4) the store was close to her home so it would be easy for her to get to work. Betty required a couple clarifications from Mary at the interview regarding what the interviewer was asking Betty. Betty was able to tell the employer that sometimes she may need them to tell her something more than once for her to really understand. The outcome of the interview was great as Betty will be starting her new job as of next Monday and she is very excited.

11. How has the service provided impacted the individual? (health, safety, well-being, routine, etc)

Mary contacted her Supports Coordinator to relay her success and desire to begin Job Coaching and Support starting next week to assure she is learning the tasks of her of her first paid job. Betty plans to celebrate this by going out to dinner when she gets her first paycheck! Services are helping Betty fulfill her dream of having a job.

12. How has the service met the individual's needs/ preferences?

Individual needs/preferences can be located in The Important To section of the ISP.

Betty wanted to feel more independent by getting a job. Her work with Mary has increased her communication and comprehension skills. Betty is more outspoken now and is not afraid to ask questions when she doesn't understand. By increasing Betty's communication skills, she was able to obtain her first job.

13. Did this individual receive any additional services?

Yes

No

Note: By clicking yes, it repeats this section so you can select another service line, see next 3 pages. If you click no, it takes you to the Respite section.



Service Description 2

14. Service Provided (choose and complete one option at a time)

Please choose service(s) authorized one at time. You will be prompted to Complete Section 3 for each service and upon completion of each service you will be prompted.

- Companion
- In-Home and Community Supports
- Supported Employment

15. In-Home and Community Supports

Focused on individuals acquiring, maintaining and improving skills necessary to live in the community, to live more independently and to participate meaningfully in community life. Services consist of assistance, support and guidance based on assessed need through assessment/s and the person centered planning process. The type and amount of support is in line with his/her personal preferences and deemed appropriate to achieve desired goals/outcomes.

- (W7060): IH&C 1:1 W/B or (W7060:U4): IH&C 1:1 W/O
- (W7061): IH&C 1:1 Degreed Staff is there W/B or W/O
- (W7068): IH&C 2:1 W/B
- (W7069): IH&C 2:1 Enhanced W/B

16. What is the Outcome Statement for this service?

Outcome statements in the ISP are located in 1) the Services and Support first section titled Individual Outcome Summary; and 2) the Outcome Action Plan section outlines What Actions are Needed and How Will You Know Progress is being Made.

Betty works on skill areas of her life as it is important to her that she feel safe and comfortable in her home as well as to be able to be a part of her local community for having friends and doing activities that she enjoys.

17. Has progress been achieved to meet the desired outcome of the service provided? (Progress may be either improvement or maintenance)

Yes

No

18. What kind of progress was made?

During the last 3 months, Betty has continued to work on skill areas of self-care, healthy meal planning and safe integration into the community. In reviewing these areas with Betty and her SSP, Mary, the following progress has occurred. Betty is now independently completing all AM self-care. She continues to need some verbal reminders to do this every day. In the area of healthy meal planning, Betty has improved with making sure that she is only having a Pepsi 1 time per week and then drinking more water. She does like lemon and grape flavored waters a lot and is no longer needing reminders about her goal to do this. Betty is now focusing on appropriate portions and requiring verbal reminders and some occasional physical assistance to use the measuring cups to help her make healthy meal portion choices. In the area of safe integration into the community, Betty continues to go out and she is glad to be able to go out a bit more now and is wearing her mask without any prompting now. She continues to select what she wants to do and where she would like to go when engaged in the community. She still enjoys her weekly trip to the DollarTree with Mary. Betty interacts well with several of the store employees that know her well and that she knows their names. Betty continues to lack safety awareness of personal boundaries particularly with people and children she does not know responding to interventions of verbal reminders fairly regularly. Betty just began using the time that they are driving to the Dollar Tree to review with Mary the what and what not's to do related to talking to people both adults and children who she does not know. Betty remains a very friendly girl so this is an area she will continue to work on with Mary's support.

19. How has the service provided impacted the individual?
(health, safety, well-being, routine, etc)

Betty is becoming more independent with fewer reminders. By being introduced to more variety, she is making healthier choices in her diet. She continues to work on her social skills and by being out more in the community, she is able to practice more often.

20. How has the service met the individual's
needs/preferences?

Individual needs/preferences can be located in The Important To section of the ISP

Betty is getting more skills around her house to be more independent. Betty is really enjoying going out in the community and meeting new people and making friends.

21. Did this individual receive any additional services?

Yes

No

Respite Services



22. Did the individual receive ANY Respite services this
reporting period?

Yes

No

23. Please share how respite services offered meaningful support for individual/caregiver in this reporting period.

During the past 3 months, Betty was provided respite supports one day each month which she remained not only healthy and safe, but looks forward to her time with SSP. She treats it as a mini-vacation. In addition, it offered us, as her caregivers, a break from caregiving responsibilities.

Communication

Communication is a critically important aspect of everyone's lives. Having methods and strategies to express oneself opens up opportunities, impacts mood and the quality of each day. To be heard and understood is powerful. To have a team and support system that continually strives to listen, learn and collaborate is impactful. This section applies if an individual's ISP identifies communication needs and strategies which SSP's provide/utilize/follow/build upon during service.

24. Does the ISP include communication needs, strategies and/or augmentation tools (picture boards, electronic device, etc.) which SSP's follow/use?

Communication needs and strategies are located in The Know and Do and Communication sections of the ISP.

Yes

No

25. All SSP's have been trained and regularly utilize the communication needs/strategies identified and, if applicable, augmentation tools (picture boards, electronic device, etc.) identified in the ISP, the most effective ways to facilitate communication with and for the individual supported and how to document progress or maintenance of skills in their notes.

If answering "No" you acknowledge you MUST complete training with any untrained SSP BEFORE they provide further supports. Understanding communication needs, strategies and/or tools is a necessity for an individual's health, safety and quality supports.

Yes

No, I acknowledge that I must complete training with any untrained SSP before they provide further supports.

26. Describe how communication strategies and/or augmentation tools identified in the ISP are being supported or provided across all services.

Over the past 3 months, Betty has been supported in using her PECS system with all staff. This has allowed her to communicate choices of basic care, food preferences, choices in activities, and her ability to accurately respond to yes/no questions. Betty responds to a verbal reminder to take this with her at all times in her local community. In the next 3 months it is planned to add approximately 10 to 15 new PECS to expand her communication.

27. The individual supported has progressed or maintained in the following areas regarding communication.

Check all that apply. If answering other please explain in the next question

- The expansion of communicative purposes across a variety of contexts.
- Expansion of repertoire of communication modes that are increasingly symbolic and more generally understood by others.
- Increased effectiveness of communication with a larger number of familiar and unfamiliar people as communication partners.
- Increased understanding of messages sent by an increasingly large array of communication partners.
- Increased independence in communication without reliance on assistance from others.
- Reduction of challenging behaviors where functional communication has been substituted, where appropriate.
- Ability to appropriately (and spontaneously) initiate, maintain, and terminate interactions.
- Maintained communication skills
- Other

28. If Other is selected above, please describe

Leave blank if not applicable

Demonstrating the ability to transition to an electronic PECS system.

29. Describe any communication areas in which there was a lack of progress.

Leave blank if not applicable

Team had hoped to participate in an evaluation to progress Betty from using the PECs system to an electronic communication device. Due to COVID this evaluation has been put on hold. All staff will continue to use her current PECS system for communication until the evaluation can be completed.

Attestations



I attest that the following statements are accurate to the best of my knowledge.

30. The service/s were provided in accordance with the Individual Support Plan.

Yes

No

31. Restrictive Procedures and/ or Behavior Supports
(choose one option)

There is no restrictive procedure/ behavioral support plan in place

A Restrictive Procedure Plan is utilized, has been approved by the county or a provider Human Rights Committee and SSPs were trained on plan and proper documentation prior to implementing.

A Behavior Support Plan is utilized and SSPs were trained on plan and proper documentation prior to implementing.

32. SSP's are completing COVID Screenings for themselves and Individual at start of shift each day.

If answering "No" you acknowledge you MUST follow up within 48 hours with any SSP to ensure screenings are completed. The screenings promote proactive measures for everyone's health and safety.

Yes

No, I will follow up in the next 48 hours with SSPs to ensure all are completing the screenings.

Electronic Signature/ Contact Information



BEFORE SUBMITTING: Please ensure you reported on ANY and ALL services an individual received (options include: Companion, In-Home and Community, Supported Employment, Respite).

33. Managing Employer phone number

Numbers only: 5555555555 (DO NOT include dashes, spaces, or parentheses)

4125550000

34. Managing Employer email address

harry@gmail.com

35. Managing Employer full name

First Last

Harry Potter

36. Certification

I certify that I am the person whose name appears above

37. Today's date

9/24/2020