

LAKE COUNTY BOARD OF DD/DEEPWOOD

BOARD POLICY

Reviewed and Adopted by the Board:
Date: October 21, 2019

Signature on File
Elfriede Roman, Superintendent

I. SUBJECT: INDIVIDUAL PLAN FOR SERVICE DELIVERY

II. PURPOSE:

To establish guidelines to ensure each individual served through the Board receives the supports to become a valued and contributing member of their community. To establish a set of operational procedures and guidelines that shall ensure a consistent system by which services are delivered.

III. REFERENCES:

34 CFR 200 and 300 IDEA
34 CFR 300.15 Individualized Education Program
34 CFR 300.20 Individualized Family Service Plan
42 CFR 483.400-Conditions of Participation for Long Term Care Facilities
Ohio Administrative Code 5123: 2-3 Licensure of Residential Facilities
Ohio Administrative Code 5123: 2-9 Home and Community Based Services (HCBS) Waivers
Ohio Administrative Code 5123: 2-12 Supported Living
Ohio Administrative Code 3301-51 Education of Students with Special Needs
Board Policy A-3 Lake County Board of DD/Deepwood Mission and Philosophy

IV. DEFINITIONS:

Individual - A person receiving services/supports provided through the LCBDD/Deepwood, or their legal guardian when applicable.

Individual Plan (IP) – A written description of services, supports, and activities to be provided to an individual. This plan is developed through person-centered planning and shall be modified as needed. The IP includes the Individual Habilitation Plan (IHP), Individual Service Plan (ISP), Individual Education Plan (IEP and Individual Family Service Plan (IFSP).

V. POLICY:

Each individual shall have one IP developed annually through person-centered planning practices and that is based on the interests and abilities, concerns, preferences, strengths and resources of that individual while demonstrating a balance between “what is important to” and “what is important for” the individual. The team shall provide all information that facilitates decision making to the individual and their supports in a timely manner. The team shall develop this plan in support of the individual's preferred lifestyle and will include outcomes and action steps important to and important for the individual. All training and supports identified in the plan shall be coordinated when multiple departments or agencies provide services. The team leader shall be identified on the plan. No employee may take it upon him/herself to provide treatment, services, or programs outside of the individual planning process. While plans developed through various departments may have differing names, content requirements or formats, all shall comply with applicable rules and regulations governing the service delivery in each program area.

VI. DISTRIBUTION:

All Management Staff
All Staff (via Department Managers)
LEADD President

VII. REVIEWED:

10/19, 10/18, 10/17, 10/16, 10/15, 10/14, 10/13, 10/11, 10/09, 10/07, 10/05, 11/04, 12/01, 3/01, 2/00, 10/97