



DEVELOPMENTAL SERVICES

SPONSORED RESIDENTIAL PROGRAM

PROGRAM DESCRIPTION

Mission:

The mission of the Sponsored Residential Program is to provide individuals with developmental disabilities a home and family setting where they are treated as a family member with all the associated privileges and responsibilities typically experienced by family members in their own homes but that also ensures that their health and safety needs are met and that there is learning component to their placement.

Program Description:

VCSB contracts with the Sponsor to offer individualized residential placements to adults with developmental disabilities. The home may serve only two individuals with disabilities and the maximum number of occupants per home is seven.

The Sponsor offers a safe family style environment while providing support and assistance daily as determined by the outcomes of the individual. Such areas include medical care, psychological supervision, behavioral intervention, personal care, community participation, socialization skills, financial planning, and other pertinent support necessary to allow the highest quality of life possible. The Sponsor will provide nutritious meals and appropriate snacks reflecting any special dietary requirements and personal food preferences of the individual. The Sponsor will ensure transportation and assistance to all meetings, appointments, day support programs and other social and personal activities requested by the individual. The Sponsor will arrange for the individual to experience frequent participation in community, social, educational, recreational and religious activities and events. As with any family member, Sponsors are expected to participate with the individual in the activities.

The Sponsor participates with the individual in the development of the individual's Plan of Supports to develop outcomes that are designed to support the individual's long-range goals and provide support in areas that encourage independence. Sponsors will implement the plan and provide ongoing documentation of the individual's participation and progress.

The Sponsored Residential program will ensure that the Sponsor and all Relief Sponsors receive all required training to include Medicaid Waiver, Medication Administration, TOVA, First Aid, CPR, DSP Competencies, Human Rights, False Claims and Infection Control. The program will also ensure that Sponsors receive any specialized training needed in order to serve the individual placed in their home.

Each home, Sponsor and Relief Sponsor must meet specific requirements as defined in the Sponsored Residential Contract/Memorandum of Agreement per the Department of Behavioral Health and Developmental Services licensure regulations, Human Rights regulations and VCSB policies.

Program Supervision:

The Sponsored Residential Program is operated under the division of Intellectual Disability Services. The Developmental Services Director, the Residential Services Manager and the Sponsored Residential Services Supervisor work in collaboration and are responsible for ensuring that each service meets or exceeds the requirements set forth by the Department of Behavioral Health and Developmental Services (DBHDS), state and local Human Rights Policies and Procedures, the individual’s plan for supports, and the Sponsored Residential Contract/Memorandum of Agreement. Direct service supervision is the responsibility of the Community Living Specialist (CLS). The CLS will make at least monthly visits, scheduled and unscheduled, to the home and to community activities, to provide supervision, support and assistance with service implementation.

Admission Policy:

Individuals are referred to the program through Support Coordination. Admission into the program is based upon the capacity of the program to serve the individual and the availability of a qualified Sponsor that can meet the needs of the individual.

Discharge Policy:

Discharge from the Sponsored Residential Program is based upon one or more of the following circumstances:

1. The individual’s behavior is determined to be a severe threat to himself or others based on the intensity or frequency of such incidents and the steps incorporated to minimize the problem have failed to render the situation safe.
2. The individual’s medical needs cannot be safely met in the home and are deemed to be chronic in nature necessitating another level of care.
3. The individual has successfully acquired the skills necessary to move into a more independent placement.
4. The individual has requested discharge from the program.

The individual or their guardian or authorized representative, as applicable, may appeal the decision to discharge by following the VCSB Appeal Procedure and/or the Medicaid Appeal Process.

Transfer Policy:

Transfer from one Sponsor home to another is based on one or more of the following conditions:

1. If the current Sponsor becomes unable to continue in their role or if the individual expresses a desire to move and it is deemed appropriate; and if the individual's team agrees with the transfer.
2. Changes have occurred within the Sponsor family and/or household which have a negative impact on the individual.
3. Changes have occurred that effect the ability of the Sponsor to meet the needs of the individual.
4. The Sponsor has failed to provide an appropriate home life for the individual or has failed to maintain regulatory guidelines and requirements.

It is the goal of the program to preserve the family atmosphere and home life for the individual and the Sponsor at all times; however, VCSB retains the right to terminate the contract with a Sponsor at will. The individual and Sponsor is notified immediately by the CLS and the Sponosred Residential Services Supervisor when a transfer or discharge is imminent.

Except when the health and safety of the individual or Sponsor is at risk and a move is immediate, an individual is notified in writing by their support coordinator no later than 10 days prior to the transfer or discharge. Within 30 days of the transfer or discharge, residential services will complete a written Discharge/Transfer Summary.