

LAKE COUNTY BOARD OF DD/DEEPWOOD

BOARD POLICY

Reviewed and Adopted by the Board:
Date: October 18, 2021

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 5123-3-03 Person-Centered Planning
Ohio Administrative Code 5123: 2-9 and 5123-9 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
Ohio Administrative Code 5123-4-02 Service and Support Administration
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.

Individualized Education Plan (IEP) – A document that describes the special services a child will get to meet their educational needs in accordance with Rules issues by the Ohio Department of Education and applicable Code of Federal Regulations.

Individualized Family Service Plan (IFSP) – A written treatment plan that maps out the Early Intervention (EI) services that a child will receive, as well as how and when those services will be administered. The IFSP will be the responsibility of the Service Coordinator, currently Crossroads Health, in accordance with applicable Code(s) of Federal Regulations.

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) and the Individual Service Plan (ISP). Upon transitioning to the Ohio ISP, all plans will be referred to as the Individual Service Plan (ISP).

V. POLICY:

Each individual receiving Home and Community-Based Services (HCBS) coordinated by Service and Support Administration, Intermediate-Care Facility for Individuals with Intellectual Disabilities (ICF/IID) services coordinated through the County Board operated ICF/IID residential programs, and Adult Services not otherwise funded through HCBS Waiver or ICF/IID services, shall have one ISP 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. This planning process, and the resulting person-centered service plan, will assist the individual in achieving personally defined outcomes in the most integrated community setting, ensure delivery of services in a manner that reflects personal preferences and choices, and contribute to the assurance of health and welfare. The team shall provide all information that facilitates decision making to the individual and their supports in a timely manner. 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.

The Ohio ISP and assessments shall be implemented within identified timelines issued by DODD and in accordance with the electronic format developed by Primary Solutions to be compatible with the GateKeeper database utilized by the Lake County Board of DD/Deepwood.

Individualized Family Service Plans (IFSPs) will be completed by the Service Coordinator for Early Intervention Services, currently Crossroads Health. Individualized Education Plans (IEPs) will be completed in accordance with Rules promulgated by the Ohio Department of Education in accordance with Federal Law.

LCBDD/Deepwood **Policy A-15**
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VI. DISTRIBUTION:

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

VII. REVIEWED:

10/21, 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