

## Home and Community-Based Services (HCBS) Rules CONCEPT FORM

Vendor name	The Arc of San Diego
Vendor number(s)	H07971, H14862, H00571, H14812, H01251, H14811, H14604, HQ0143, HQ0443, HQ1326, HQ0383, HQ0386
Primary regional center	San Diego Regional Center
Service type(s)	Five (5) Activity Centers (AC), Five (5) Adult Development Centers (ADC), Two (2) Work Activity Centers (WAC)
Service code(s)	505, 510 and 954
Number of consumers currently serving and current staff to consumer ratio.	167 AC (1:6, 1:7, 1:8); 273 ADC (1:4); 101 WAC (1:15)
Have you or the organization you work with been a past recipient of HCBS Funding?	With the first two HCBS grants the Arc hired and trained five Choice and Integration Specialists (CIS) and consulted with a national expert on the CMS Rule. The expert provided on-going HCBS training and consultation and assisted in the development of the interest discovery tool. The CISs developed a Community Activity database and an Interest database to support and facilitate the grouping of individuals with like interests. By the end of the grant cycle all 541 individuals will have participated in the interest discovery process followed by the development of their Choice Based ISPs. The CIS have provided 3 of the 5 required sessions with local ethnic-focused community groups to increase awareness of HCBS. Two key staff will be certified as trainers in Person Centered Thinking by the end of the current grant cycle. At time of writing, 62% of AC, ADC, and WAC program individuals have completed an Interest Assessment and their interests are stated on their Choice Based ISPs. Over 250 Direct Support Professionals received training on the CMS HCBS Rules, The Discovery Process, Making a Meaningful Day, and how to complete Interest Assessments.
Please provide a brief description of the service/ setting that includes what a typical day consists of and how services are currently provided; include barriers to compliance with the HCBS rules.	The AC, ADC and WAC program individuals participate in on-site services and do not have the same option to be in the community as much as they would like to be due to staffing ratios, mobility and health limitations. Many individuals now have Choice Based ISP goals geared toward activities based on their individual interests and have participated in several community outings. Currently about 2% of their time is spent in the community.

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<p>Identify which HCBS federal requirements this concept addresses that are currently out of compliance.</p>	<p>Currently, the Arc's Activity Centers, Adult Development Centers and Work Activity Centers are not achieving full compliance with Federal Requirement #1 because: existing staff ratios don't support the identification and integration with individually-defined communities; program staff need more training and guidance on how to incorporate integration with chosen communities in daily service.</p>
<p>Narrative/description of the concept; include justification for the funding request and explain how the concept would achieve proposed outcomes.</p>	<p>The Arc of San Diego seeks funding to support identified individual choices and increased exposure to communities of choice. HCBS knowledge gained in previous HCBS grant cycles will be continued and reinforced with Direct Support Professionals, individuals served and their support teams.</p> <p><b>Facilitation and Implementation of Community Inclusion</b></p> <p>A. Under the guidance of the Sr. Director the Choice and Integration Specialists (CIS) will facilitate &amp; mentor individual choice and community inclusion through engaged activities outside of Arc facilities utilizing the Community Activity &amp; Individual Interest Databases. This support is required in order to integrate due to the communication, mobility and behavior barriers presented by supported individuals.</p> <p>B. CIS will facilitate community inclusion and individual choice in services at Arc locations by mentoring and observing Direct Support Professionals and Case Management staff.</p> <p>C. The Sr. Director will guarantee a successful transition and ongoing training to ensure sustainability of HCBS concepts accomplished in previous grants by:</p> <ul style="list-style-type: none"> <li>• Providing ongoing training and support to CIS staff as they successfully transition the Interest Based ISP development to Case Management</li> <li>• Supervising the CIS in training Direct Support Professionals on: Making a Meaningful Day; Community Activity Database; Participant Interest Data Base and Choice Based ISP</li> </ul> <p><b>Transformative Process of WAC</b></p> <p>A. Two Customized Employment Specialists will meet with WAC individuals to present Customized Employment Service options, encourage enrollment in Customized Employment and follow up with interested individuals.</p> <p>B. Customized Employment Specialists will provide Customized Employment Services to interested individuals as described in The Arc of San Diego's Customized Employment Program Design. Each Customized</p>

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	<p>Employment Specialist would be able to serve 4-7 individuals in this service at any given time.</p> <p>C. If ongoing Job Coaching support is needed to maintain individual success upon completion of Customized Placement, Arc would request Job Coach funding from SDRC separately (not funded by this grant).</p> <p><b>Person Centered Planning</b></p> <p>The Arc will have 6 key leaders (including Sr. Director) become certified trainers in Person Centered Thinking through The Learning Center. Key leaders will be identified for these roles to ensure that person centered practices are embedded in the entire organization.</p>
Please describe your person-centered approach <sup>1</sup> in the concept development process; how did you involve the individuals for whom you provide services?	The concepts stated in this proposal were created in cooperation with The Arc of San Diego's Advocate Council to the President & CEO. This Council is comprised of participants from every program of The Arc of San Diego. Members are responsible for bringing recommendations and/or concerns regarding programs to the President & CEO as well as meeting with local legislators.
Does the concept address unmet service needs or service disparities? If so, how?	Many individuals have Choice Based ISPs and are engaged in these interest activities on-site. With this concept, Arc will begin facilitation and implementation of community inclusion. With the addition of six (6) Person Centered Thinking certified trainers, The Arc of San Diego will be available as a resource to SD Regional Center and other local agencies.
Estimated budget and timeline; identify all major costs and benchmarks —attachments are acceptable.	See attached.
Total requested amount.	\$ 450,394
What is your plan for sustaining the benefits, value, and success of your project at the conclusion of 2018-19 HCBS Funding?	CIS will facilitate expansion of individual choice & community inclusion from individuals participating in their interests/communities of choice at Arc locations to accessing those same communities/interests in geographic communities. Arc CIS will impart knowledge gained and best practices to DSPs and Case Management. Arc CISs and PCT Trainers will conduct on-going training and observation to ensure sustainability of HCBS concepts accomplished in previous grants and KPIs will be reviewed quarterly.

<sup>1</sup> A person-centered approach emphasizes what is important to the individual who receives services and focuses on personal preferences, satisfaction, and choice of supports in accessing the full benefits of community living. For more information regarding person-centered practices, please visit [www.nasdds.org/resource-library/person-centered-practices](http://www.nasdds.org/resource-library/person-centered-practices).