

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

**Enclosure C**

Vendor name	Canyon Verde
Vendor number(s)	H17341
Primary regional center	Harbor Regional Center
Service type(s)	Day Program
Service code(s)	505
Number of consumers currently serving	48 (licensed for 60)
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?	Clients, their support team, including family and program staff, complete several surveys, either verbally or in writing, regarding their opinions and choices for services at the client's annual goal (PCP) meeting or more often, as needed. During the meeting, several hours are spent sharing this information, discussing choices with the client, then formulating this information into the client's written Person Centered Plan. This plan, once approved, is shared with the staff responsible for implementation. This Person Centered Plan approach is flexible and open to change by the client.
Does the concept address unmet service needs or service disparities? If so, how?	During the Person Centered Plan approach, as briefly described above, we have come to realize that although Canyon Verde has developed some community integration options, there needs to be further support and coordination to develop more and greater opportunities for our clients to choose from.
Barriers to compliance with the HCBS rules and/or project implementation	Simply, the biggest barrier to compliance is not having enough staff or funds to hire additional staff and consultants to further develop community integration opportunities, develop employment/volunteer options and train staff to be full participants in moving into a new service delivery mode.
Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request	In shifting from a site-based to a community-based model, community immersion, as well as coordination for job development, needs to be further developed as an important part of the individual's Person Centered Plan. Staff training and community program training and development, as we transition to this new model of service, has been dependent upon existing supervisory staff. Although supervisors have "stepped-up-to-the-plate", development has been inconsistent due to their other duty demands in addition to these new requirements.  Additional staff to consistently focus on implementing new aspects of the program would be welcome. Otherwise, we are hindered in our ability to comply with Federal Requirements #1, #2 and #4. The

<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 <http://www.nasddd.org/resource-library/person-centered-practices/>

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	<p>project would seek to identify an individual who could develop employment/volunteer positions in the greater community, as well as assist with staff training for those shifting from a site-based approach to a community approach. This position would be a community coordinator who would provide outreach to potential employers, as well as to individuals who could offer options for clients for paid work or to volunteer.</p> <p>Some responsibilities of a community coordinator in working with the community could include: the education about clients with IDD, their options to be employed or volunteer, and training of staff to supervise clients in community positions. In addition, funds would be used for consultants with specific expertise to work with the community coordinator. The community coordinator, as well as consultants, could also offer additional training to staff as staff duties continue to shift.</p>												
<p>Estimated budget; identify all major costs and benchmarks — attachments are acceptable</p>	<table border="0"> <tr> <td style="text-align: center;"><b>Budget</b></td> <td style="text-align: center;"><b>Benchmarks</b></td> </tr> <tr> <td>\$67,500.00</td> <td>April 2018 – October 2019</td> </tr> <tr> <td>(community coordinator's salary for 18 months)</td> <td></td> </tr> <tr> <td>\$16,875.00 (salary overhead)</td> <td></td> </tr> <tr> <td>\$15,625.00</td> <td style="text-align: center;">as appropriate</td> </tr> <tr> <td>(consultants + unanticipated overhead)</td> <td></td> </tr> </table>	<b>Budget</b>	<b>Benchmarks</b>	\$67,500.00	April 2018 – October 2019	(community coordinator's salary for 18 months)		\$16,875.00 (salary overhead)		\$15,625.00	as appropriate	(consultants + unanticipated overhead)	
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<p>Requested funding for 2017-18</p>	<p>\$100,000.00</p>												
<p>Estimated timeline for the project</p>	<p>From project approval date of April 2018 for 18 months and self-sustaining after that time due to additional clients being referred by Harbor Regional Center to participate in all aspects of the program, including clients who obtain employment through the community coordinator's duties.</p>												