

## Home and Community-Based Services (HCBS) Rules Reference Information

Vendor name	Pathways on behalf of Service Provider Collaborative for Social Coach Training
Vendor number(s)	PX0968
Contact Name	Kenneth Richard
Contact Email Address	<a href="mailto:kennetharichard@yahoo.com">kennetharichard@yahoo.com</a>
Primary regional center	South Central Los Angeles Regional Center
Service type(s)	Employment, Day Program
Service code(s)	950, 055, 063
Number of consumers typically and currently served	22
Typical and current staff-to-consumer ratio	1:1
<p>1. Please provide a brief description of the service/setting. Include what a typical day consists of during regular program as well as how services are currently being provided. This response must include the baseline/current levels for any aspects of the program for which the concept proposes funding. If you have previously identified your program as compliant with the HCBS Final Rule through the Self-Assessment, what changes have occurred that has changed your level of compliance?</p>	
<p>1. Access to the community was jeopardized due to COVID-19.</p> <p>Typically services are provided face to face; in the past year services have included virtual contact for wellness contact and discussing facilitation of personal goals.</p> <p>Many individuals who seek integration into community through employment and vocation opportunities may experience barriers to opportunities due to lack in experience and confidence to successfully engage with others.</p> <p>Support staff may lack in effective interventions to facilitate individuals' ability to engage in small talk and maintain conversations with others for successful integration into the community.</p> <p>This program is designed to enhance level of compliance by providing additional support and services for the individuals they are working with.</p>	
<p><b>Project Narrative Description:</b> While filling out this section, reflect on how services are typically provided and how that might have changed in the past year. Think about what has been learned in the past year and how that might shape services going forward. Funding awarded through this concept can span the course of up to two years which would allow time to shape services to be more person-centered and align with the HCBS federal requirements.</p>	
<p>2. Please provide a brief summary narrative of the concept for which you are requesting funding, including justification for the funding.</p>	
<p>As service providers to the individuals who are seeking employment and vocational endeavors, our individuals lack the experience and confidence to fully engage and interact with the people who are hiring them and fit into the environments in which they are being placed. We are seeking to enhance the effectiveness of our support staff to help our</p>	

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individuals successfully navigate employment, vocational and other community environments for more positive, meaningful interpersonal experiences. This program would train our support staff to become Social Coaches to become knowledgeable in evidence-based interventions to assist individuals in facilitating positive personal experiences in various environments. Support staff would participate in a one-day training on concept and underpinnings of program and psychoeducation on adulthood in individuals with development disability; additionally, support staff would enroll in a 14-week SCLARC vendored adaptation of the UCLA PEERS social skills program, along with an individual they serve, to acquire insight on how to enhance the individual's confidence and ability to engage with others. Additionally, Social Coaches' responsibilities include weekly review with individual of rules of the social skill lesson, observation and reflection of homework assignment on engaging with other individuals in group and outside of group, and performance feedback to individual. Some individuals who participate in the 14-week program utilize parents, and others are utilizing ILS, SLS and supported employment specialists that are employed with the vendored collaborative service providers. Social Coaches are a component of the Social Skills program, but are not required; However, effectiveness of generalization and reinforcement of skills learned and applied in community integration is best done with supportive services as Social Coaches. There will be 2 training groups per year. Each group will consist of no more than 10 Social Coaches.

This Social Coach training will enhance service delivery and support to individuals served for community integration. The value of support staff learning these skills will also extend beyond this program when working with all individuals they serve.

3. Identify which category/ categories this concept addresses.

- Community Integration  
 Individual Rights  
 Choice  
 Collaboration within program and with other program providers

4. Please list the proposed objectives and outcomes of the concept, as well as the methods of achieving and tracking them. How will this concept assist you in reaching goals within the category that you are requesting funds?

- To increase overall effectiveness of services and supports to individuals being served;
- To improve the ability of the program to meet HCBS compliance; and
- To enhance staff training by adding skills to their service repertoire that provide consistency in service delivery to people who they will be working with.

Outcome of objectives: Staff will be trained in evidence-based interventions that enhance quality and consistency in service delivery to assist people they will be working with to overcome barriers to community integration, employment opportunities and vocational endeavors.

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Social Coaches will attend 14-week training in evidence-based social skills curriculum, which includes hands-on training with individuals they serve. Training program will include supervision of interventions learned and implemented, consultations on social coaching activities and performance feedback.

This concept will provide staff training in evidence-based interventions that assist individuals served with enhanced ability to engage with others in a successful way in the community, employment environments, and all areas of life.

5. Please describe how and/or what was done to ensure that individuals served by the program led the development of this concept? Discuss not only the development of the concept, but also what steps were taken to identify the interests and desires of the individuals and who was involved in that process.

Person centered goals are guiding direction of the program; individuals' reported desire to integrate into the community successfully in all aspects of their lives. Individuals communicate their goals and desires ongoing to family and service providers.

6. Please describe how the concept you propose will enable you to provide more person-centered services to the individuals you serve.

Training of staff will improve their skill set to assist individuals to engage successfully with others, thereby offering more choices and opportunities for employment and allowing for more positive interpersonal experiences in the community as they pursue their personal interests, goals, hobbies, etc.

7. What percentage of individuals served by your program will directly benefit from implementation of this concept?

All individuals served by program will continue to benefit from implementation of this concept; even individuals who are not going through this program who are working with these Social Coaches will benefit through the Social Coaches' enhanced knowledge and skills.

8. Please address your plan for maintaining the benefits, value, and success of your project at the conclusion of 2021-22 HCBS Funding.

Staff will be trained to implement evidence-based interventions to all individuals served. The skill that is being imparted to Social Coaches/support staff will be able to be implemented with all individuals (in program and not in program) on an ongoing bases.

9. Write a brief narrative below explaining each major cost category and timeline. Complete the budget template at the end of the concept sheet. An Excel version with formulas is available. When applicable, budgets should include personnel/benefits, operating costs such as consultants or training, administrative expenses/indirect costs, and capital costs (assets lasting more than 2 years). If project spans 2 years or occurs in phases, budget should be separated by phase/year.

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<p>Administrative costs, if any, must comply with DDS' vendor requirements, including a cap of 15% of the sum of personnel/benefits, consulting, and operating costs (must exclude capital costs). This information can be found at this <a href="#">link</a>.</p>	
<p>Lead Coordinator Vendor: Will be responsible for the following: all contractual agreements, convene and facilitate meetings of service provider collaborative, and provide location.</p>	
<p>Participating Vendor: Supervision of ILS/SLS/educational/vocational workers to discuss interventions learned and implementation with individuals; ensure that staff are participating in training.</p>	
<p>Staff/Social Coach: Attend all training sessions, ensure homework assignments of individual is complete, and work with individual to incorporate skills into individual's life in a person-center manner.</p>	
<p>Trainer: Consultant trainer will conduct Social Coaches 14-week training program, engage in weekly consultations with Social Coaches and provide general feedback to Service Provider Collaborative.</p>	
<p>Administrative Secretary: Ensure meetings are coordinated, coordinate communication among service providers, give notice of meetings, provide minor clerical support make, (i.e., phone calls for general facilitation of program).</p>	
<p>10. Please address sustainability of funding sources for all programs or concepts requiring any funding past the timeframe of the requested funding, especially those that involve staff or other long-term costs. Please mark "not applicable" if costs will all be incurred during the program timeframe; up to two years.</p>	
<p>N/A</p>	
<p>11. Have you or the organization you work with been a past recipient of DDS funding? If yes, what fiscal year(s)?</p>	<p>HCBS Funding <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes. If Yes, FY(s) _____</p> <p>Service Access and Equity Funding <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes. If Yes, FY(s) _____</p> <p>CPP Funding <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes. If Yes, FY(s) _____</p> <p>CRDP Funding <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes. If Yes, FY(s) _____</p> <p>If yes to any question be sure to answer questions 13 and 14.</p>
<p><b>For providers who have received prior HCBS, Disparity, CPP or CRDP Funding from DDS</b></p>	
<p>12. If your organization has received prior funding from any of the above sources, please provide an update on the prior funding project. You may copy and paste from progress update(s) previously provided to regional centers or DDS.</p>	
<p>N/A</p>	
<p>13. If your organization received prior funding, please explain how the current funding request is not redundant with any prior funding received and/or builds on the prior funding but was not part of the original funding.</p>	
<p>N/A</p>	

HCBS FY21-22 Funding Budget.Pathways

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CONCEPT FORM						

HCBS CONCEPT BUDGET						
Vendor Name	PATHWAYS					
Vendor Number(s)	55					
	Wage and Benefits	Year 1 Budget		Year 2 Budget		Total
		FTE	Annual Cost	FTE	Annual Cost	Cost
Personnel (wage + benefits)						
Administrative Assistant \$200/wk x 15 weeks = \$3,000 per group; 2 groups per year.	3,000		\$ 6,000		\$ -	\$ 6,000
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Personnel Subtotal			\$ 6,000		\$ -	\$ 6,000
Operating expenses						
Lead Vendor: Receives \$5,000 per group x 2 groups (Coordination of stipends, disbursements and trainings.)			\$ 10,000			\$ 10,000
Vendor Program: Receives \$1,000.00 per Social Coach identified and selected to participate in program, (includes Supervision of Social Coach and collaboration with Training Consultant). 10 Social Coaches per group; 2 groups per year.			\$ 20,000			\$ 20,000
Social Coach Stipend: Receives \$1,000 Stipend at completion of Social Coach			\$ 20,000			\$ 20,000

HCBS FY21-22 Funding Budget.Pathways

Training Program. 10 Social Coaches per group; 2 groups per year. (20 Social Coaches)					
Training Consultant: \$150/hr. x 3 hrs. per training session = \$450.00 x 15 sessions = \$6,750 x 2 Training Groups = \$13,500 (Training, Consultations and Collaboration with Social Coaches and Vendor Programs)			\$ 13,500		\$ 13,500
					\$ -
					\$ -
<b>Operating Subtotal</b>			<b>\$ 63,500</b>		<b>\$ - \$ 63,500</b>
<b>Administrative Expenses</b>					
Printing, Office Supplies			(\$ 1,000)		(\$ 1,000)
Zoom, Internet Services			(\$ 800)		(\$ 800)
					(\$ -)
					(\$ -)
					(\$ -)
					(\$ -)
					(\$ -)
					(\$ -)
<b>Administrative Subtotal</b>			<b>(\$ 1,800)</b>		<b>(\$ -) (\$ 1,800)</b>
<b>Capital expenses</b>					
					(\$ -)
					(\$ -)
					(\$ -)
					(\$ -)
					(\$ -)
					(\$ -)
					(\$ -)
					(\$ -)
					(\$ -)
<b>Capital Subtotal</b>			<b>(\$ -0)</b>		<b>(\$ -) (\$ -0)</b>
<b>Total Concept Cost</b>			<b>(\$ 71,300)</b>		<b>(\$ -) (\$ 71,300)</b>