

SUPPORT PLAN ADDENDUM

This plan also serves as the Individual Abuse Prevention Plan, Health Needs Assessment plan and protocols, Self-Management Assessment and Plan, Desired outcomes, Person Center Plan, Positive Support Strategies, and Data Sheet.

The SUPPORT PLAN Addendum will be reviewed at least annually and revised as needed. All support staff must receive training on the plan before they work with the individual and if revisions are made.

Name of person served: Esther Jacobson

Address: 3921 West 4th Street Duluth, MN 55807

Period From: 4/1/2023 to 3/31/2024 (Annual Period)

Review Date: 3/9/2023

Person Completing Plan: Sarah Hamilton, EBI DM; Lisa Sawyer, EBI DC;

Members of Support Team: Desirae "Desi" Williams, SLC Case Manager; Sarah Hamilton, EBI DM; Lisa Sawyer, EBI DC; Linda Grover, EBI Program Director; Jerri Anne Noe, Bethesda Homes.

Employment: Culvers

Guardianship/Conservatorship Status: own guardian

Case Manager: Desi Williams, SLC Case Manager

The license holder must provide services in response to the person's identified needs, interests, preferences, and desired outcomes. Services will be provided according to MN Statutes, chapter 245D and the applicable waiver plan for the person served. The following will be assessed by the person and/or legal representative, case manager, support team or expanded support team members, and other people as identified by the person and/or legal representative.

Dates of development:

- Within 15 days of service initiation, the license holder must complete the preliminary *SUPPORT PLAN Addendum*.
- Before providing 45 days of service or within 60 calendar days of service initiation
- Annually, the support team reviews the *SUPPORT PLAN Addendum*.

Services and supports

The scope of the services to be provided to support the person's daily needs and activities include:

Residential Supports and Services: Intensive Services provided by EBI, Inc. will include supported living services in an Adult Foster Care home or supervised living facility. The facility will operate 24 hours per day and will have trained staff onsite. Trained staff may include EBI direct support professionals, EBI program director, EBI Designated Manager, and EBI Designated Coordinator. Services will be available 24 hours per day.

EBI will deliver services and supports as indicated and authorized in the person's Person Centered Plan, Support Plan, Support Plan Addendum (IAPP, SMA, Health Needs, Outcomes, Positive Support Strategies, Health Protocols), and any behavior management plans, as applicable. EBI staff will also provide ongoing training services to the person served to promote growth toward independence and to enable the person to live in the least restrictive environment as safely as possible.

EBI will provide trained support staff that can provide supervision and assistance needed to assist the person with their personal goals, internal programming, daily living skills, medical and safety protocols and needs, and with behavior management and problem solving. EBI will regularly identify preferences through observation and feedback and provide support according to the persons wants, needs, and preferences.

Transportation services, assistance, and supervision will be available for activities, outings, and medical appointments.

EBI will provide a menu/diet plan in the home that will meet any specialized dietary and nutritional needs.

EBI will offer various community activities with EBI staff supervision ongoing.

Person responsible for overseeing the delivery and coordination of services: Sarah Hamilton

Person responsible for overseeing the delivery and coordination of services: Sarah Hamilton, EBI DM

Desired Outcomes

The person's **desired outcomes** and the methods or actions that will be used to support the person and to accomplish the service outcomes (Service Outcomes and Supports):

Esther wants to gain skills to live independently and engage in other interests. Esther's desired outcomes are:

- **Person Centered Outcome:**
I want to use and follow a reminder alert to take better care of my dog. I will respond to my dog reminder alarm at least 2 or 3 times a day, without refusal, to let me dog out to use the restroom.
Criteria of Achievement: My goal is to follow a sounded dog reminder alert to let my dog out at least 2 or 3 times a day, without refusal, at least 90% of the time, in monthly trials, for six consecutive months, through March 2024.
- **Person Centered Outcome:**
I will be more receptive to following a daily plan of brushing my teeth and hair prior to going to work, by using an audible alarm to remind me. I will have a plan to complete these tasks when my alarm sounds or prior to leaving for work, without having to receive additional staff verbal cues.
Criteria of Achievement: My goal is to follow a sounded alarm to remind me to brush my teeth and comb my hair before leaving for work, without refusing or having to receive additional staff reminders, at least 90% of the time, in monthly trials, for six consecutive months, through March 2024.
- **Person Centered Outcome:**
I will use a calendar or talking alarm to alert me to follow my weekly cleaning plan. I will have a plan to clean my bedroom every Friday without refusing or having to receive additional staff verbal cues.
Criteria of Achievement: My goal is to follow a sounded alarm or calendar to remind me and to follow through with my weekly bedroom cleaning without refusal or having to receive additional staff reminders, at least 90% of the time, in monthly trials, for six consecutive months, through March 2024.
- **Person Centered Outcome:**
I will practice sewing at least one time weekly. By March 2024, I will sew a dog clothing item on my own and purchase my own sewing machine.
Criteria of Achievement: My goal is to follow a plan of practicing sewing weekly, at least 90% of the time, in monthly trails, for six consecutive months, through March 2024. I will also make a dog outfit on my own by March 2024, and I will purchase my own sewing machine by March 2024.

How will EBI provide services and support in response to this: See Support Services section, which is contained in this addendum.

Technology

A discussion of how technology may be used to meet the person's desired outcomes has occurred: Yes No

Provide a summary that describes decisions made regarding the use of technology and a description of any further research that needs to be completed before a decision regarding the use of technology can be made:

- A discussion has occurred. Esther has a cell phone, a table, and talking/sounding alarms. Esther has expressed that she is open to using her cell phone, visual aids, and alarms to help remind her of upcoming responsibilities and schedules. EBI staff will assist Esther with setting alarms as desired.

General and health-related supports

Describe the **general and health-related supports** necessary to support this person based upon each area of the *Self-Management Assessment (SMA)* and the requirements of person-centered planning and service delivery:

- The necessary support to be provided can be found in Esther's Self Management Plan, which is contained in this SUPPORT PLAN Addendum.
- The following is a list of general and health related needs that Esther needs support with: caring for/responding to allergies; monitoring and assisting with chronic medical conditions; providing supervision, guidance or physical assistance with medication administration and management; providing physical assistance with all medical appointments, preventative screening, medical equipment/devices, following orders, and all follow up care;
- Esther requires guidance and assistance with personal safety including, but not limited to community survival skills, using toxic chemicals or dangerous items, understanding and relaying communication, responding to drills and emergencies,

supervision plans, behavioral plans (verbal/emotional aggression and Mental health needs).

- Esther requires regular support or guidance with personal hygiene and grooming (showering, shaving, hair care, oral care), meal planning and preparation tasks, money management/safeguarding/paying bills, shopping for food/clothing/essential items, performing household tasks, communication, and traveling/transportation.

See Esther's Self-Management Assessment and Plan for a description of how services will be provided

Preferences, positive support strategies, and control of their schedule

The person's **preferences** for how services and supports are provided including **positive support strategies** and how the provider will support the person to have **control of their schedule**:

- **Preferences for how services and supports are provided:** Esther prefers a routine schedule. She prefers to wake up mid-morning unless it is a work day, eat breakfast, complete self-care, care for her dog, take her medications, read, write stories, and relax during the morning hours when she does not have to work. During the weekends, Esther prefers to relax she also likes to participate in Bridging Heart activities, if offered, or get together with friends for shopping and going out to eat .

Esther does not like early morning appointments. Esther prefers to complete any designated responsibilities at her own pace and when she is ready.

Esther prefers staff members to help her with daily needs, tasks, and responsibilities, especially cooking and cleaning.

Esther prefers regular entertainment, community activities, shopping trips, and having fun things to do during her down time. Esther prefers to be offered choices regularly and be involved in decision making.

How supports should be provided to meet Esther's preferences: Allow Esther to direct her own care. Provide regular encouragement. Provide Esther with structure, visual aids, and regular verbal support. Also see Esther's SMA.

- **Positive Supports:** Esther wants support with learning productive and self-determined skills and strategies for problem solving and with making choices and being independent. Esther wants reminders as needed, regular education through role play and modeled behavior, and wants to be provided support in a positive way. Esther prefers explanations and helping her identify the importance of things. Esther wants to attend regular counseling sessions with her counselor.
How supports should be provided to meet Esther's preferences: Allow Esther to direct her own care. Provide regular encouragement. Schedule additional counseling sessions as needed. Provide Esther with structure and routine. Also see Esther's Positive Support Strategies, which is contained in this addendum.

- **Control of their own Schedule:** Esther prefers a schedule that is routine to her. She appears to have good control of her schedule and she can verbalize how she wants to spend her day. On workdays, Esther likes to wake up mid-morning to begin her day. She likes to care for her dog first thing in the morning or make arrangements for others to complete this responsibility, get ready, take her medication, and eat breakfast. She likes to spend her afternoon hours engaging in community activities as offered, spend time in her bedroom, work on creative writing, use her tablet, spend time with her dog, eat dinner, and socialize with her housemates. Esther likes to end her day around 9p, and it is important for Esther to have her dog sleep with her in her bedroom.

Esther prefers to work part time and is currently working Monday-Friday from 4pm-7pm at Culvers. On Esther's days off and after returning home from work, she prefers to rest and relax in her home environment and engage in community activities as offered. Esther likes to sleep in late on her days off.

Every other weekend, it is important for Esther have time to rest and relax, and to get together with friends out in the community. She likes to go shopping and out to eat. Esther also likes to join Bridging Hearts activities when offered.

How supports should be provided to meet Esther's preferences: EBI staff will assist Esther with having control of her own schedule as much as possible. EBI staff will regularly ask Esther what works for her schedule and assist her when she is having difficulty. EBI staff will not control Esther's schedule. EBI staff will provide any necessary transportation, and supervision and support as needed.

Service Setting

Is the current service setting the **most integrated setting available and appropriate** for the person? If no, please describe what action will be taken to address this:

Yes No

Life-enriching skills, abilities, strengths, interests, and preferences

What are the opportunities to develop and maintain **essential and life-enriching skills, abilities, strengths, interests, and preferences**?

- EBI provides regular support with independent living skills and with written outcomes and supports. Esther also receives regular support, encouragement and opportunities with participating in daily cleaning responsibilities, meal planning and preparation, money skills/budgeting, medication administrations skills, bedroom cleaning tasks, community engagement, peer relationships, and participating in regular house meetings.

EBI provides regular scenario-based roleplay and regular house meetings. Roleplay sessions can help Esther maintain or learn new skills related to: Independent livings skills, emergency skills, survival skills, and advocacy skills. EBI also conducts regular discussions with Esther and house meetings, which allows her opportunities to express her additional preferences and interests, discuss any concerns, learn about upcoming events, and learn about house and community happenings.

Esther can express her interests and preferences and is provided regular opportunities to express what her interests and preferences are. EBI conducts satisfaction survey's and person centered planning with Esther semi-annually and Esther's individual plans are updated accordingly based on her feedback and support is provided accordingly.

Community access, participation, and inclusion

What are the opportunities **for community access, participation, and inclusion** in preferred community activities

- EBI has a company van that support staff may use to transport Esther in the community. Regular community opportunities are provided to Esther such as shopping, going to the mall, running errands, eating out, attending parties or events, visiting with friends and family, etc. Esther also knows how to use the DTA, but prefers to bus with her friends or housemates or receive support from EBI.

EBI staff help Esther with community access per her preferences and is able to provide her transportation and support as needed. EBI staff review and offer community offerings to Esther regularly. Event happenings sometimes get posted in the EBI home to provide reminders and opportunities to sign up. EBI has internet and cable TV at the home and Esther is able to independently access this to look up events that may interest her also.

Personal relationships

What are the **opportunities to develop and strengthen personal relationships** with other persons of the person's choice in the community?

- Esther resides with housemates that she likes to spend time with. Esther has also enjoyed time with her father and other family members. Esther is mostly independent in the community and regularly engages in activities with her housemates and friends. Esther previously had a regular schedule of visiting her dad every other weekend and support was provided to Esther with getting to and from her dad's house. This support will resume, if/when Esther chooses to spend time with her father. Esther is regularly invited to attend group gatherings/parties with EBI and friends/family. Esther is part of a group called Bridging Hearts, which she often participates in their offered activities.
- EBI offers regular opportunities for Esther to engage in where she can develop and maintain relationships with others. Opportunities that are regularly offered include, but not limited: birthday parties, celebrations, holiday gatherings, and community events (ex: dinners, music events, craft classes, community ed classes, plays, boat and train rides, socials, sporting events, etc.)

Competitive employment

What are the **opportunities to seek competitive employment and work at competitively paying jobs in the community**?

- Esther is currently working in competitive employment. Esther has a job at Culvers. She receives job coaching through Bethesda Homes. Esther reports that she is happy with her hours and her wage. EBI will provide support with contacting Bethesda Homes if Esther wants to pursue other employment.

Coordinated services across other 245D licensed providers and members of the expanded/support team

How will services be coordinated across other 245D licensed providers and members of the expanded/support team serving this person to ensure continuity of care and coordination of services?

Esther currently has a job coach assigned through Bethesda Homes. A job coach provides any necessary assistance to Esther while she is working her community job, including transportation.

EBI's DM or DC will provide the designated person from Bethesda a copy of Esther's semi-annual reviews, and a copy of Esther's SUPPORT PLAN Addendum annually, or sooner if changes occur. Bethesda job coach will be invited to scheduled meetings that Esther has, which is currently set up for semi-annual meetings. Verbal or written communication will occur between EBI and Bethesda staff/job coaches as needed when questions or concerns arise with Esther

Written incident reports that meet reporting requirements will be provided to Bethesda following EBI's incident reporting notification guidelines.

If there is a need for service coordination between providers, include the name of service provider, contact person and telephone numbers, services being provided, and the names of staff responsible for coordination:

Worksite – Culver's Duluth [1301 Mall Dr, Duluth, MN 55811](https://www.culvers.com/locations/mn-55811) (218) 464-4353

Provider: Bethesda Homes - 4433 Norwood St Duluth, MN 55804

Contact Person– Jeri or Jason Noe 914-403-6061

Services – Community employment with job coaching

Staff –job coaches whom are assigned to Esther

Services

The person currently receives services in (check as applicable):

- Residential services in a community setting controlled by a provider
- Day services
- Neither

Provide a summary of the discussion of options for transitioning the person out of a community setting controlled by a provider and into a setting not controlled by a provider (residential services).

During Esther's person-centered planning review and survey, Esther expressed that she wants to continue living at EBI. She reported that she has independent living skills that she wants to work on and does not want to make changes to her current services at this time.

Provide a summary of the discussion of options for transitioning from day services to an employment service:

Esther is currently receiving job coaching with employment at Culvers. Esther reported that she does not want to make changes at this time.

Describe any further research or education that must be completed before a decision regarding this transition can be made

None at this time. Esther's employment and housing needs are being met.

Staff

Does the person require the presence of staff at the service site while services are being provided?

- Yes No

If no, please provide information on when staff do not need to be present with this person (include community, home, or work) and for the length of time. If additional information regarding safety plan is needed, also provide:

Community –

Esther does not require staff supervision when accessing the community; however, she enjoys staff support and does not often go in the community independently. Esther is encouraged to communicate her plans and to carry her cell phone when being independent in the community so that she can call staff with questions or concerns or check in if needed. Prior to Esther leaving, EBI staff will ask that Esther turn on her phone. Esther will be encouraged to plug in her phone every night.

Occasionally, Esther buses to and from community outings that she is familiar with, using the DTA. She also walks to the local bank, gas stations, and fast food restaurants. Esther prefers support in the form of transportation to unfamiliar locations. Esther prefers

the staff's support in the community when shopping for major purchases and clothing and when attending medical visits. If a health or safety concern arises when being independent in the community, EBI and Esther's team will reassess this area.

Home -

Esther is able to remain alone in the home for planned lengths of time. Esther will be encouraged to not use dangerous items during this time (stove, knives). Esther can be in all areas of her home unsupervised; she has a lock on her bedroom door and knows how to use it. If a health or safety concern arises when being independent/alone in the home, EBI and Esther's team will reassess this area.

Rights

Does the person require a **restriction of their rights as listed in 245D.04, subdivision 3** as determined necessary to ensure the health, safety, and well-being of the person? Yes No

If yes, please indicate what right(s) are restricted:

If rights are being restricted the Rights Restrictions form must be completed.

Dangerous Items or equipment

Does this person use **dangerous items or equipment**?

Yes No

If yes, address any concerns or limitations:

Esther will use dangerous items such as the kitchen stove where heat and a gas flame is present. Esther will also be using knives, which can be dangerous if not used properly. Esther may use these items under EBI staff supervision.

Emergency use of manual restraint

Has it been determined by the person's physician or mental health provider to be medically or psychologically contraindicated to use an emergency use of manual restraint when a person's conduct poses an imminent risk of physical harm to self or others and less restrictive strategies would not achieve safety?

Yes No

If yes, the company will not allow the use of the behavioral intervention/manual restraint to be used for the person.

EBI does not use manual restraints.

Health Needs

Indicate what health service responsibilities are assigned to this license holder and which are consistent with the person's health needs. If health service responsibilities are not assigned to this license holder, please state "NA."

- EBI will support Esther with the overall management of her medications, which will include ordering, safeguarding, monitoring, administration, and implementing EBI's medication administration policies as appropriate;
- EBI will support Esther with arranging routine and as needed medical appointments, which will include scheduling, transporting, and accompanying Esther to these appointments;
- EBI will support Esther with monitoring her general health, which may include documenting on general health, seeking additional medical care if needed, monitoring and assisting with health and safety needs, and assisting with following medical orders;
- EBI staff will assist Esther with following her Asthma Action plan and following her allergy protocol for bee stings; and
- EBI staff will support Esther with maintaining her mental health by offering her coping strategies, scheduling counseling sessions per psychiatry or Esther's recommendations, providing regular feedback and role play, and assisting with any medication/medical orders.

If health service responsibilities are assigned to this license holder, the case manager and legal representative will be promptly notified of any changes in the person's physical and mental health needs affecting the health service needs, unless otherwise specified here:

The following information will be reported to the legal representative and case manager as they occur, unless otherwise indicated here.

- Any report made according to 245D.05, subdivision 2, paragraph (c), clause (4)

- The person's refusal or failure to take or receive medication or treatment as prescribed
- Concerns about the person's self-administration of medication or treatments

Also see Health needs Section, which is included in the SUPPORT PLAN Addendum.

Medication Administration

If the license holder is assigned responsibility for medication assistance or medication administration, the license holder will provide medication administration or assistance (including set up) according to the level indicated here:

Medication set up - arranging of medications according to instructions from the pharmacy, the prescriber, or a licensed nurse, for later administration. The license holder must document in the person's medication administration record: dates of setup, name of medication, quantity of dose, times to be administered, and route of administration at time of setup; and, when the person will be away from home, to whom the medications were given.

- EBI staff will set up medication for later administration when Esther will be away from the home during medication administration times. Esther is able to hold her med minder independently when going on home visits or is away from the home during med times, and can administer previously set up medications, following a schedule, alarms, or being given verbal reminders as needed. EBI staff have a plan to check with Esther when returning home to ensure medication administration occurred by asking Esther if she took her medication and requesting to review the med minder that was sent. EBI will complete documentation responsibilities, as applicable for med admin.

Medication assistance - means any of the following: (1) bringing to the person and opening a container of previously set up medications, emptying the container into the person's hand, or opening and giving the medications in the original container to the person under the direction of the person; (2) bringing to the person liquids or food to accompany the medication; or (3) providing reminders, in person, remotely, or through programming devices such as telephones, alarms, or medication boxes, to take regularly scheduled medication or perform regularly scheduled treatments and exercises.

- Esther will store her daily and excess medications in the staff office in a locked area. When medication time approaches, Esther will receive verbal reminders if she has not initiated in following her medication schedule on her own and Esther will be provided with her medication bubble packs, that staff secure, to take her daily medications independently at the designated medication time. EBI staff will supervise Esther during this time to ensure that she is following medication instructions and taking the correct medication. After confirmation has been made of medication administration, EBI staff will sign off on Esther's MAR and securely store Esther's bubble pack containing her medications.
- Esther can take her medication without difficulty and can swallow her medications whole. Esther can apply her own topicals. EBI staff will follow EBI's medication administration policies.
- Esther can self-administer her asthma inhaler and is able to identify when she needs it. If Esther is going to regularly use her inhaler during a flare up, EBI staff will help Esther identify timelines of use until she is better. EBI staff will follow Esther's asthma protocol.
- Esther can self-administer her epi-pen and is able to identify when she needs it. If Esther uses her epi-pen, EBI staff will call 911 and follow Esther's allergy protocol. EBI staff will administer Esther her epi-pen if Esther is unable to do so on her own.

Medication administration - medication administration" means: (1) checking the person's medication record; (2) preparing the medication as necessary; (3) administering the medication or treatment to the person; (4) documenting the administration of the medication or treatment or the reason for not administering the medication or treatment; and (5) reporting to the prescriber or a nurse any concerns about the medication or treatment, including side effects, effectiveness, or a pattern of the person refusing to take the medication or treatment as prescribed. Adverse reactions must be immediately reported to the prescriber or a nurse.

- EBI staff will follow Esther's Medication Administration Record to pass or supervise Esther with her daily and PRN medications according to the prescriber's instructions. After Esther has received her medications, EBI staff will sign off on Esther's MAR. Esther can take her medications whole, take the correct medications from her med minder, follow any necessary verbal instructions, and obtain a glass of water. Esther's medications are secured in the staff office and stocked in bubble packs or pill containers. Esther requires complete assistance with administration or PRN's. EBI staff will follow EBI's policy and procedures on medication administration.

Psychotropic medication monitoring and use

Does the license holder administer the person's psychotropic medication? Yes No

If yes, document the following information:

1. Describe the target symptoms the psychotropic medication is to alleviate:

- 1) Sleep disturbances, loss of sleep during night hours
- 2) Inability to concentrate during tasks
- 3) Verbal or physical aggression (yelling, throwing objects, crying out)
- 4) Excessive worry

2. Does the prescriber require documentation to monitor and measure changes in the target symptoms that are to be alleviated by the psychotropic medications?

Yes No

If yes, please indicate the documentation methods to be used to collect and report on medication and symptom-related data according to the prescriber's instructions:

Permitted actions and procedures

On a continuous basis, does the person require the **use of permitted actions and procedures** that includes physical contact or instructional techniques:

1. To calm or comfort a person by holding that person with no resistance from the person.
 Yes No If yes, explain how it will be used: Staff may hold Esther's hand or give her a hug, with no resistance from Esther.
2. To protect a person known to be at risk of injury due to frequent falls as a result of a medical condition.
 Yes No If yes, explain how it will be used:
3. To facilitate a person's completion of a task or response when the person does not resist or it is minimal:
 Yes No If yes, explain how it will be used:
4. To block or redirect a person's limbs or body without holding or limiting their movement to interrupt a behavior that may result in injury to self or others with less than 60 seconds of physical contact by staff.
 Yes No If yes, explain how it will be used:
5. To redirect a person's behavior when the behavior does not pose a serious threat to self or others and the behavior is effectively redirected with less than 60 seconds of physical contact by staff.
 Yes No If yes, explain how it will be used:
6. To allow a licensed health care professional to safely conduct a medical examination or to provide medical treatment.
 Yes No If yes, explain how it will be used:
7. Assist in the safe evacuation or redirection of a person in an emergency and they are at imminent risk of harm.
 Yes No If yes, explain how it will be used: If Esther was at imminent risk of harm, staff will offer a guiding hand with safe evacuation in an emergency situation.
8. Is a restraint needed as an intervention procedure to position this person due to physical disabilities?
 Yes No If yes, explain how it will be used:
9. Is positive verbal correction specifically focused on the behavior being addressed?
 Yes No If yes, explain how it will be used: Esther occasionally benefits from positive verbal correction. EBI support staff will remain calm, friendly, and positive. EBI staff will offer verbal intervention as needed to provide any positive verbal praise as situations arise. Also see Esther's positive support strategies.
10. Is temporary withholding or removal of objects being used to hurt self or others being addressed?
 Yes No If yes, explain how it will be used:
11. Are adaptive aids or equipment, orthotic devices, or other medical equipment ordered by a licensed health professional to treat a diagnosed medical condition being used?
 Yes No If yes, explain how it will be used: EPI Pen, Asthma Inhaler – See medical protocols for use, which is contained in this plan. Esther can independently administer. In a emergency situation, EBI will physically assist Esther with inserting her epi pen into her thigh per protocol.

Staff information

Are any **additional requirements** requested for staff to have or obtain in order to meet the needs of the person?

Yes No If yes, please specify:

Does a staff person who is **trained in cardiopulmonary resuscitation (CPR)** need to be available when this person is present, and staff are required to be at the site to provide direct service? Yes No

For facility-based day services only – please indicate the staff ratio required for this person. Additional information on how this ratio was determined is maintained in the person's service recipient record:

1:4 1:8 1:6 Other (please specify): NA

Staff ratio needs: For residential services

1:4 or 2:4
 Asleep overnight staff or Awake overnight staff

Frequency of reports and notifications

1. Frequency of *Progress Reports and Recommendations*, minimum of annually:
 Quarterly Semi-annually Annually

2. Frequency of service plan review meetings, minimum of annually:
 Quarterly Semi-annually Annually

3. Request to receive the *Progress Report and Recommendation*:
 At the support team meeting At least five working days in advance of the support team meeting

4. Frequency of receipt of *Psychotropic Medication Monitoring Data Reports*, this will be done quarterly unless otherwise requested:
 Quarterly Other (specify): NA - No monitoring required.

Revisions:

- Outcomes – New outcomes
- Technology – Esther was open to using alarms on her phone or talking alarms
- Preferences - Esther’s preferences for how she spends her time on the weekends have changed.
- Personal Relationships – Esther’s preferences for spending time with her dad and boyfriend have changed.
- Medication Administration – Esther is now using bubble packs

Supports and Outcome Methods for Intensive Support Services

Person name: Esther Jacobson

Program name: EBI Denfeld

Completed by: Sarah Hamilton, DM; Lisa Sawyer, DC

Date developed (must be within 10 working days of team meeting): March 9, 2023

Projected starting date: April 1, 2023

Review schedule: Semi-Annually

Dog Care

Person-Centered Outcome: (Ensure this goal based on person-centered service planning. Make sure the goal is measurable and observable).

During person center planning, Esther identified that she wants to find a way to be more responsible with caring for her dog. She identified that her housemates take care of her dog and that she wants to learn to have more responsibility when caring for her dog. Esther wanted to continue improving her skills in this area.

Outcome statement with measurable and observable criteria for outcome achievement:

I want to use and follow a reminder alert to take better care of my dog. I will respond to my dog reminder alarm at least 2 or 3 times a day, without refusal, to let me dog out to use the restroom.

Supports and Methods: (How will staff support the person based on the information from the self-management assessment? How will staff persons support the person in achieving the outcome?)

EBI Staff will:

- Per Esther's Self-Management Plan, Esther benefits from reminders with following schedules.
- EBI staff will ensure that Esther has a working alarm that she can use to help follow an audible reminder for her dog. EBI staff will be knowledgeable of Esther's dog's bathroom schedule and alarm schedule.
- If Esther does not initiate in letting her dog out within 30 minutes after her alarm time has sounded, EBI staff will provide Esther a verbal reminder to let her dog out. EBI staff will be available to offer additional feedback/advice in good dog owner responsibilities if Esther does not want to follow her plan of caring for her dog. Staff will be positive and encouraging but will also let her know the importance of this task.

Criteria for achievement: (How will you know when the goal has been met? How will staff observe and measure success?)

My goal is to follow a sounded dog reminder alert to let my dog out at least 2 or 3 times a day, without refusal, at least 90% of the time, in monthly trials, for six consecutive months, through March 2024.

Staff will:

- Staff will observe for progress daily by determining if Esther followed her plan at her scheduled times to complete the tasks of letting her dog out at her scheduled times when her alarm sounded or reminded her. This scheduled time is in the AM, prior to leaving for work, and in the PM. EBI staff will be able to visually tell if this task has been done. Staff will be able to see if Esther let her dog out.
- Staff will measure progress by documenting if Esther refused the task, needed verbal reminders, or let her dog out when her alarm reminded her to.

Describe how the data is to be collected and charted, including how often: (How will staff collect the data? How often will staff collect data?)

Collected and Charted:

Staff will collect data 2-3 times daily at Esther's scheduled time of letting her dog out.

Staff will chart if Esther needed a:

- 1) verbal reminder,
- 2) refused the task, or
- 3) Independently completed without a verbal reminder

Frequency of collection and charting:

Staff will chart on Esther outcome tracking form at least 2 times daily. Recommended schedule is AM, midday, and PM

Identify any changes or modifications to the physical and social environments necessary: (How will staff persons adapt the physical or social environment based on what we know the persons needs in order to be successful in making progress toward their outcome?)

No changes or modifications to the environment is needed.

Identify required equipment and materials: (How will staff assist the individual in gathering anything that they may need in order to make progress toward their outcome?)

- Esther will use a alarm to use as reminders. Esther has her alarm in her possession and knows how to operate the alarm. Staff will be available to assist her as needed.
- Esther's dog should be on a leash when it is let you. Esther has a leash that is kept in the yard for her dog.

Identify the person's communication style: (How should staff communicate with the person or present information to the person in order to assist the person with making progress toward their outcome?)

- Esther likes to feel good about her accomplishments and likes to be recognized with positive praise and feedback. Esther does not like harsh words and does not like to be nagged at or reminded more than once. Esther prefers communication to be positive. Esther understands written and spoken communication.
- When Esther needs reminders, EBI staff should remain positive and encouraging. Ask Esther about her plans instead of telling. Esther also likes visual aids. If needed, refer Esther to written charts or plans to help her understand.

Identify the person's learning style: (How does this person learn best? How will staff support the person in way that the individual wants to be taught?)

- Esther learns skills with repetition, feedback, explanations, modeled behavior, checking for an understanding, and following a routine and schedule. Esther wants to have a daily plan to follow such as posted schedules that she can refer to.

Identify the person or position responsible for implementing the support and method: (insert the name or position responsible)

- All EBI staff, who are assigned to work with Esther will be responsible for assisting her. This may include EBI's DM, DC, Program Director, and Direct care staff.

Lisa Sawyer, EBI DC

3/9/2023

Name and signature of Designated Coordinator

Date

If you have questions you can contact the Designated Coordinator at: **218-624-3122**

Supports and Outcome Methods for Intensive Support Services

Person name: Esther Jacobson

Program name: EBI Denfeld

Completed by: Sarah Hamilton, DM; Lisa Sawyer, DC

Date developed (must be within 10 working days of team meeting): March 9, 2023

Projected starting date: April 1, 2023

Review schedule: Semi-Annually

Grooming

Person-Centered Outcome: (Ensure this goal based on person-centered service planning. Make sure the goal is measurable and observable).

During person center planning, Esther stated that she continues having a hard time following good grooming plans such as brushing her teeth and combing her hair. Esther stated that she knows that her job has a grooming and hygiene policy. Esther states that she wants to continue to have a goal to improve skills in being more independent with following a grooming schedule so that she does not jeopardize losing her job or get in trouble if she looks unkept when going to work.

Outcome statement with measurable and observable criteria for outcome achievement:

I will be more receptive to following a daily plan of brushing my teeth and hair every AM, by using an audible alarm to remind me. I will have a plan to complete these tasks when my alarm sounds or prior to leaving for work, without having to receive additional staff verbal cues.

Supports and Methods: (How will staff support the person based on the information from the self-management assessment? How will staff persons support the person in achieving the outcome?)

EBI Staff will:

- Per Esther's Self-Management Plan, Esther benefits from reminders with following schedules, either verbal or by using alarms or calendars.
- EBI staff will ensure that Esther has a working alarm that she can use to help follow an audible reminder for her grooming responsibilities. EBI staff will be knowledgeable of Esther's workdays and grooming plans.
- Prior to Esther leaving for work, EBI staff will ask Esther if brushed her teeth and combed her hair.
- If Esther did not initiate in following her grooming plan when asked, EBI staff will provide Esther a verbal reminder. If Esther continues to not initiate in the task, EBI staff will offer additional feedback/advice in good grooming practices and will also remind Esther about workplace policies. Staff will be positive and encouraging but will also let her know the importance of this task.

Criteria for achievement: (How will you know when the goal has been met? How will staff observe and measure success?)

My goal is to follow a sounded alarm to remind me to brush my teeth and comb my hair before leaving for work, without refusing or having to receive additional staff reminders, at least 90% of the time, in monthly trials, for six consecutive months, through March 2024.

Staff will:

- Staff will observe for progress daily by determining if Esther followed her plan at her scheduled times to complete the tasks of combing her hair and brushing her teeth. This scheduled time is prior to leaving for work. EBI staff will be able to visually tell if these tasks have been done. Esther's hair will appear straight and neat and her teeth will look clean.
- Staff will be able to measure progress by documenting if Esther refused the task, needed verbal reminders, or completed tasks when her alarm reminded her.

Describe how the data is to be collected and charted, including how often: (How will staff collect the data? How often will staff collect data?)

Collected and Charted:

Staff will collect data daily, prior to Esther going to work.

Staff will chart if Esther needed a:

- 1) verbal reminder to complete grooming tasks,
- 2) refused to complete grooming tasks, or
- 3) Independently completed without a verbal reminder

Frequency of collection and charting:

Staff will chart on Esther outcome tracking form daily, prior to 2pm.

Identify any changes or modifications to the physical and social environments necessary: (How will staff persons adapt the physical or social environment based on what we know the persons needs in order to be successful in making progress toward their outcome?)

No changes or modifications to the environment is needed.

Identify required equipment and materials: (How will staff assist the individual in gathering anything that they may need in order to make progress toward their outcome?)

- Esther will use an alarm to use as reminders. Esther has her alarm in her possession and knows how to operate the alarm. Staff will be available to assist her as needed.
- Esther will need to have a hair brush, toothbrush, and toothpaste to complete her personal grooming. Esther keeps these things in her possession and does not need help when using these items.

Identify the person's communication style: (How should staff communicate with the person or present information to the person in order to assist the person with making progress toward their outcome?)

- Esther likes to feel good about her accomplishments and likes to be recognized with positive praise and feedback. Esther does not like harsh words and does not like to be nagged at or reminded more than once. Esther prefers communication to be positive. Esther understands written and spoken communication.
- When Esther needs reminders, EBI staff should remain positive and encouraging. Ask Esther about her plans instead of telling. Esther also likes visual aids and alarms. If needed, refer Esther to written charts, workplace policies, or plans to help her understand.

Identify the person's learning style: (How does this person learn best? How will staff support the person in way that the individual wants to be taught?)

- Esther learns skills with repetition, feedback, explanations, modeled behavior, checking for an understanding, and following a routine and schedule. Esther wants to have a daily alarms set or a plan to follow such as posted schedules that she can refer to.

Identify the person or position responsible for implementing the support and method: (insert the name or position responsible)

- All EBI staff, who are assigned to work with Esther will be responsible for assisting her. This may include EBI's DM, DC, Program Director, and Direct care staff.

Lisa Sawyer, EBI DC

Name and signature of Designated Coordinator

3/9/2023

Date

If you have questions you can contact the Designated Coordinator at: **218-624-3122**

Supports and Outcome Methods for Intensive Support Services

Person name: Esther Jacobson

Program name: EBI Denfeld

Completed by: Sarah Hamilton, DM; Lisa Sawyer, DC

Date developed (must be within 10 working days of team meeting): March 9, 2023

Projected starting date: April 1, 2023

Review schedule: Semi-Annually

Cleaning

Person-Centered Outcome: (Ensure this goal based on person-centered service planning. Make sure the goal is measurable and observable).

During person center planning, Esther stated that she wants to work on a plan to keep her personal space clean. She identifies that her bedroom gets messy and lacks motivation to keep it clean. Esther wants to learn to improve her cleaning skills and follow a weekly schedule to clean so that she can keep her personal space more organized.

Outcome statement with measurable and observable criteria for outcome achievement:

I will use a calendar or talking alarm to alert me to follow my weekly cleaning plan. I will have a plan to clean my bedroom every Friday without refusing or having to receive additional staff verbal cues.

Supports and Methods: (How will staff support the person based on the information from the self-management assessment? How will staff persons support the person in achieving the outcome?)

EBI Staff will:

- Per Esther's Self-Management Plan, Esther benefits from reminders with following schedules, either verbal or by using alarms or calendars.
- EBI staff will ensure that Esther has a working alarm and monthly calendar that she can use to help follow a bedroom cleaning schedule. Esther knows how to complete bedroom cleaning own her own, but may need reminders in how to reduce clutter.
- EBI staff will be knowledgeable of Esther's bedroom cleaning schedule.
- Prior to Esther leaving for work on Friday's, EBI staff will ask Esther if cleaned her bedroom per schedule and ask to look it over with her.
- If Esther did not initiate in following her bedroom cleaning plans, EBI staff will provide Esther a verbal reminder. If Esther continues to not initiate in the task, EBI staff will offer additional feedback/advice in good housekeeping practices. Staff will be positive and encouraging but will also let her know the importance of this task.

Criteria for achievement: (How will you know when the goal has been met? How will staff observe and measure success?)

My goal is to follow a sounded alarm or calendar to remind me and to follow through with my bedroom cleaning without refusal or having to receive additional staff reminders, at least 90% of the time, in monthly trials, for six consecutive months, through March 2024.

Staff will:

- Staff will observe for progress every Friday by determining if Esther followed her plan on her scheduled day to complete the tasks of cleaning her bedroom. This scheduled time is on Friday's. EBI staff will be able to visually tell if these tasks have been done by asking Esther if a bedroom check can be completed. Esther's bedroom should appear neat and organized, garbage taken out, and items picked up off the floor.
- Staff will be able to measure progress by documenting if Esther refused the task, needed verbal reminders, or completed tasks when her alarm reminded her or when she referred to her posted schedule.

Describe how the data is to be collected and charted, including how often: (How will staff collect the data? How often will staff collect data?)

Collected and Charted:

Staff will collect data weekly, prior to Esther going to work, as she prefers cleaning during the day.

Staff will chart if Esther needed a:

- 1) verbal reminder to complete cleaning tasks,
- 2) refused to complete cleaning tasks, or
- 3) Independently completed without a verbal reminder

Frequency of collection and charting:

Staff will chart on Esther outcome tracking form weekly, prior to 2pm.

Identify any changes or modifications to the physical and social environments necessary: (How will staff persons adapt the physical or social environment based on what we know the persons needs in order to be successful in making progress toward their outcome?)

No changes or modifications to the environment is needed.

Identify required equipment and materials: (How will staff assist the individual in gathering anything that they may need in order to make progress toward their outcome?)

- Esther will use an alarm to use as reminders or a posted daily schedule. Esther has her alarm in her possession and knows how to operate the alarm. Staff will be available to assist her as needed.
- Esther will need to have cleaning supplies to complete cleaning. EBI will stock these items. Esther knows how to retrieve and use these items.

Identify the person's communication style: (How should staff communicate with the person or present information to the person in order to assist the person with making progress toward their outcome?)

- Esther likes to feel good about her accomplishments and likes to be recognized with positive praise and feedback. Esther does not like harsh words and does not like to be nagged at or reminded more than once. Esther prefers communication to be positive. Esther understands written and spoken communication.
- When Esther needs reminders, EBI staff should remain positive and encouraging. Ask Esther about her plans instead of telling. Esther also likes visual aids and alarms. If needed, refer Esther to written charts or plans to help her understand.

Identify the person's learning style: (How does this person learn best? How will staff support the person in way that the individual wants to be taught?)

- Esther learns skills with repetition, feedback, explanations, modeled behavior, checking for an understanding, and following a routine and schedule. Esther wants to have a weekly alarm set or a plan to follow such as posted schedules that she can refer to.

Identify the person or position responsible for implementing the support and method: (insert the name or position responsible)

- All EBI staff, who are assigned to work with Esther will be responsible for assisting her. This may include EBI's DM, DC, Program Director, and Direct care staff.

Lisa Sawyer, EBI DC

3/9/2023

Name and signature of Designated Coordinator

Date

If you have questions you can contact the Designated Coordinator at: **218-624-3122**

Supports and Outcome Methods for Intensive Support Services

Person name: Esther Jacobson

Program name: EBI Denfeld

Completed by: Sarah Hamilton, DM; Lisa Sawyer, DC

Date developed (must be within 10 working days of team meeting): March 9, 2023

Projected starting date: April 1, 2023

Review schedule: Semi-Annually

Sewing

Person-Centered Outcome: (Ensure this goal based on person-centered service planning. Make sure the goal is measurable and observable).

During person center planning, Esther stated that she wants to continue learning how to sew. She feels that she is not quite there yet and has a overall goal of purchasing a beginners sewing machine and to learn skills to make dog clothing. Esther stated that she wants to have a plan to practice sewing weekly and save enough money within the next 6-12 months to buy her own sewing machine.

Outcome statement with measurable and observable criteria for outcome achievement:

I will practice sewing at least one time weekly. By March 2024, I will sew a dog clothing item on my own and purchase my own sewing machine.

Supports and Methods: (How will staff support the person based on the information from the self-management assessment? How will staff persons support the person in achieving the outcome?)

EBI Staff will:

- Per Esther's Self-Management Plan, Esther benefits from reminders with following schedules, and receiving verbal education and or assistance when learning new tasks.
- EBI staff be available to offer support to Esther when she wants to work on weekly sewing projects. EBI staff will offer any education or assistance with sewing or looking up sewing videos as desired.
- If Esther does not initiate in weekly sewing time, EBI staff will offer reminders to Esther about her sewing plans and let Esther decide if she would like assistance.
- When Esther is ready to purchase her own sewing machine, staff will assist Esther with researching and purchasing her sewing machine.
- Staff will be positive and encouraging and praise Esther on all efforts made.

Criteria for achievement: (How will you know when the goal has been met? How will staff observe and measure success?)

My goal is to follow a plan of practicing sewing weekly, at least 90% of the time, in monthly trails, for six consecutive months, through March 2024. I will also make a dog outfit on my own by March 2024, and I will purchase my own sewing machine by March 2024.

Staff will:

- Staff will observe for progress every week, preferably Wednesday, Thursday, or Friday by determining if Esther followed her plan to work on her sewing skills, started sewing any dog clothing, or inquired about using her saved funds to purchase her own sewing machine. EBI staff will be able to visually tell if these skills were worked on because she likes to have a specific staff member to sew with and talk about her upcoming sewing plans and receive assistance.
- Staff will be able to measure progress by documenting if Esther refused the task of sewing, needed verbal reminders, or initiated in sewing tasks, following her weekly posted plan.

Describe how the data is to be collected and charted, including how often: (How will staff collect the data? How often will staff collect data?)

Collected and Charted:

Staff will collect data weekly, prior to Esther going to work, as she prefers to sew during the day.

Staff will chart if Esther needed a:

- 1) verbal reminder to complete her sewing plans,
- 2) refused to complete sewing tasks,
- 3) Independently completed without a verbal reminder,
- 4) if Esther worked on dog clothing, and
- 5) If Esther made plans and or purchased her own sewing machine

Frequency of collection and charting:

Staff will chart on Esther outcome tracking form weekly, prior to 2pm.

Identify any changes or modifications to the physical and social environments necessary: (How will staff persons adapt the physical or social environment based on what we know the persons needs in order to be successful in making progress toward their outcome?)

No changes or modifications to the environment is needed. However, Esther likes to work on this skill with a specific staff person and in a relaxed and quiet environment at the kitchen table.

Identify required equipment and materials: (How will staff assist the individual in gathering anything that they may need in order to make progress toward their outcome?)

- Esther will use a posted daily schedule as a reminder of when her sewing days are/work best for her schedule.
- Esther will need to have a sewing machine, and supplies and material needed for her sewing projects. Esther knows what she needs and asks for help with obtaining these items.

Identify the person's communication style: (How should staff communicate with the person or present information to the person in order to assist the person with making progress toward their outcome?)

- Esther likes to feel good about her accomplishments and likes to be recognized with positive praise and feedback. Esther does not like harsh words and does not like to be nagged at or reminded more than once. Esther prefers communication to be positive. Esther understands written and spoken communication.
- When Esther needs reminders, EBI staff should remain positive and encouraging. Ask Esther about her plans instead of telling. Esther also likes visual aids and alarms. If needed, refer Esther to written charts or plans to help her understand.

Identify the person's learning style: (How does this person learn best? How will staff support the person in way that the individual wants to be taught?)

- Esther learns skills with repetition, feedback, explanations, modeled behavior, checking for an understanding, and following a routine and schedule. Esther wants to have a weekly alarm set or a plan to follow such as posted schedules that she can refer to.

Identify the person or position responsible for implementing the support and method: (insert the name or position responsible)

- All EBI staff, who are assigned to work with Esther will be responsible for assisting her. This may include EBI's DM, DC, Program Director, and Direct care staff.

Lisa Sawyer, EBI DC

Name and signature of Designated Coordinator

3/9/2023

Date

If you have questions you can contact the Designated Coordinator at: **218-624-3122**

Self-Management Assessment and Plan

Name of person served: Esther Jacobson

Address: 3921 West 4th Street Duluth, MN 55807

Period From: 4/1/2023 to 3/31/2024 (Annual Period)

Review Date: 3/9/2023

Person Completing Plan: Sarah Hamilton, EBI DM; Lisa Sawyer, EBI DC;

Members of Support Team: Desirae "Desi" Williams, SLC Case Manager; Sarah Hamilton, EBI DM; Lisa Sawyer, EBI DC; Linda Grover, EBI Program Director; Jerri Anne Noe, Bethesda Homes.

Employment: Culvers

Guardianship/Conservatorship Status: own guardian

Case Manager: Desi Williams, SLC Case Manager

The following assessment must be based on the person's status within the last 12 months at the time of service initiation. An assessment based on older information must be documented and justified. Assessments must be conducted annually at a minimum or within 30 days of a written request from the person or the person's legal representative or case manager. The results must be reviewed by the support team or expanded support team as part of a service plan review.

The information produced as a result of this assessment must describe the person's overall strengths, functional skills and abilities, and behaviors or symptoms. The assessment information provides the basis for identifying and developing supports to be provided to the person and methods to be implemented to support the accomplishment of outcomes related to acquiring, retaining, or improving skills.

Overall strengths, functional skills and abilities: Identify the strengths, functional skills, and abilities that the person possesses for each assessment area and indicate their skills in managing the issue or concern.

Behaviors or symptoms effecting the person's ability to self-manage needs in this area: Identify what prevents or impacts the person from being able to take care of their own needs. If unable to or has difficulty, explain what challenges they experience that prevents them from doing so.

Staff Support: Identify how EBI staff will provide support to this person.

Health and Medical Needs

Assessment of the person's ability to self-manage health and medical needs to maintain or improve physical, mental, and emotional well-being

Allergies: Bee Stings; Ritalin

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther can alert others that she has an allergy to bee stings and Ritalin.
- Esther can carry her epi pen on her own and knows how to use it. Esther can communicate if she is not feeling well and if she has been stung.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther may need help calling 911 or using her Epi-Pen if she were to get stung.
- Esther does not pay attention to expiration dates and would not refill her epi-pen if it was expired.

Does the person want support in this area: Yes

- EBI support staff will verify that Esther received treatment or will administer Esther her epi-pen and call 911 if Esther was stung by a bee. EBI staff will complete monthly checks of Esther's Epi-Pen to ensure that the Rx is still good. EBI staff will regularly ask Esther if she has her epi-pen with her when she leaves her home during the late spring, summer and fall months/bee season.
- Esther's medical file, medical visit forms, individual plans, and MAR will list all known allergies. Support staff may speak on Esther's behalf regarding monitoring or treatment and alert health care workers of her allergies, as needed. EBI staff will be trained on what Esther's allergies are and how to follow any plans as appropriate. EBI staff will follow EBI's incident and medical emergency policies if an incident were to arise.

Does the person want an outcome related to improving skills in this area: No

Seizures: Not applicable

Able to Self-Manage: NA

Overall strengths, functional skills and abilities:

Esther does not have a history of seizures.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

Does the person want support in this area:

Does the person want an outcome related to improving skills in this area: No

Choking: No history of choking incidents

Able to Self-Manage: NA

Overall strengths, functional skills and abilities: Esther does not have concerns with choking and there has not been a choking incident since she has moved to EBI.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA

Does the person want support in this area: If a situation were to arise, yes - EBI staff are trained in CPR and First Aid procedures.

Does the person want an outcome related to improving skills in this area: No

Special Dietary Needs: None

Able to Self-Manage: NA

Overall strengths, functional skills and abilities: Esther is not prescribed a special diet or has special dietary needs

Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA

Does the person want support in this area: No

Does the person want an outcome related to improving skills in this area: No

Chronic Medical Conditions

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther complies with attending medical visits and follows physician orders to help monitor/treat her chronic medical conditions.
- Esther understands her medical plans and protocols in place and can care for herself with minimal staff support. Esther can report if she does not feel well.
- Esther can complete the steps to use her inhaler or epi pen if she needed to if she needed to treat allergy symptoms or her asthma.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

Esther has chronic medical conditions that she cannot independently manage on her own.

- Asthma – Esther does not identify when her inhaler has expired or when she needs to attend medical visits to monitor her asthma.
- Allergy to Bee stings – Esther does not identify when her epi pen needs to be replaced. If Esther was in a real emergency, Esther may need support from bystanders to help with epi pen use.
- Generalized Anxiety Disorder – Esther sometimes has difficulty regulating her mood if she feels overwhelmed, frustrated, or upset she may be more verbally aggressive and increase her tone volume above normal speaking levels. Esther does not always identify when counseling sessions may be needed to help with anxiety or mood symptoms.

Does the person want support in this area: Yes –

- EBI staff will be trained to follow and assist Esther with medical plans and protocols. EBI staff will step in and offer any feedback or physical assistance if it is needed if Esther is having trouble caring for her medical conditions. EBI Staff will verify all medical appointments have been scheduled, provide transportation, and accompany Esther into the exam room upon her request. EBI staff will assist Esther with communicating with her health care team as needed.
- EBI staff will regularly review Esther's daily and emergency medications to ensure they are not expired and are on stock. Before Esther leaves her home, EBI staff will verify with Esther that she has her inhaler and epi pen.

Does the person want an outcome related to improving skills in this area: No

Self-admin of meds or treatment orders

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther can follow a schedule of when her medications are due, use a med minder, and take her medications given staff supervision, guidance, or assistance. Esther can apply her own topical creams.

- Esther can self-administer her epi-pen and asthma inhaler if needed and remembers to carry these items with her daily. Note- Esther has not had a allergy or asthma symptoms since residing at EBI.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther has forgotten to take her scheduled medications, reorder her medications, or pick up her medications from the pharmacy. Esther does not identify when PRN or emergency medications expire.

Does the person want support in this area: Yes –

- EBI staff will follow Esther's Medication Administration Record (MAR) and administer or supervise administration of daily and PRN medications. EBI staff will follow EBI's medication administration policy.
- When Esther is away from the home, EBI staff will check with Esther to see that she administered her medications per written instructions on the MAR when she returns from her event/activity.
- EBI staff will assist Esther as needed with reordering her medications and picking them up from the pharmacy. Currently, Esther's medications are delivered from Falk's Pharmacy on a scheduled basis. EBI staff will label all incoming medications that Esther receives in bubble packs.

Does the person want an outcome related to improving skills in this area: No

Preventative screening

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther is cooperative with preventative screening appointments and she may recognize that she has medical appointments coming up.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther may not recognize that she needs preventative screening or an annual physical, dental exam, eye exams, lab work, etc.

Does the person want support in this area: Yes –

- EBI staff will keep a record when Esther is due for preventive screening and results of screening appointments. Staff will verify all medical appointments have been scheduled, provide transportation, and accompany Esther into the exam room upon her request.
- Staff will monitor and assist Esther with reporting new or changed medical symptoms that arise.

Does the person want an outcome related to improving skills in this area: No

Medical and dental appts

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther is cooperative when going to medical and dental appointments and can verbally answer questions when asked. She is able to report symptoms she may be experiencing. Esther carries her ID and is able to present her identifying information when registering.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther does not independently keep track of when medical appointments are due and requires assistance with scheduling appointments and getting to her appointments. Due to cognitive abilities, Esther may have difficulty with understanding information provided to her and with following orders.
- In the past year, Esther attended several virtual visits and telephone visits. She missed a telephone visit because she did not answer her cellphone in a timely manner and needs reminders to attend appointments virtually.

Does the person want support in this area: Yes –

- EBI Staff will verify all medical and dental appointments have been scheduled, keep record of all appointments, provide transportation, and accompany Esther into the exam room upon her request.
- EBI Staff will monitor and assist Esther with reporting new or changed medical symptoms that arise.
- EBI staff will assist Esther with virtual telephone visits by providing reminders to Esther the day of the appointment and will ensure that she is ready prior to the appointment to accept phone calls.

Does the person want an outcome related to improving skills in this area: No

Medical equip, devices, or adaptive aides or technology: Eyeglasses, inhaler, epi pen, cellphone, Tablet

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther knows how to use her prescribed medical equipment.
- Esther uses technology (cellphone, tablet) regularly and asks for help when she needs it.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther does not identify when her epi pen and inhaler expires.
- If a true emergency were to arise, Esther may have difficulty with Epi pen use. Esther might not know how to follow a as needed inhaler use schedule if she is using her inhaler for asthma symptoms.

Does the person want support in this area: Yes

- EBI staff will ensure that Esther’s epi pen and inhaler are not expired. EBI staff will monitor Esther’s general health daily for asthma symptoms (cough, short of breath), and follow Esther’s asthma protocol and inhaler instructions if asthmas symptoms are present.
- EBI staff will assist Esther with epi-pen use if a true emergency were to arise and staff are present. EBI staff will follow Esther’s epi pen protocol as applicable.
- EBI staff will assist Esther as needed with technology use.

Does the person want an outcome related to improving skills in this area: No

Personal Safety

Assessment of the person’s ability to self-manage personal safety to avoid injury or accident in the service setting, including when applicable

Risk of Falling

Able to Self-Manage: NA

Overall strengths, functional skills and abilities: Esther is able to self-manage in this area.

Behaviors and symptoms affecting the person’s ability to self-manage needs in this area: NA

Does the person want support in this area: No

Does the person want an outcome related to improving skills in this area: No

Mobility issues, transferring and positioning

Able to Self-Manage: NA

Overall strengths, functional skills and abilities: Esther is able to self-manage in this area. There are no behaviors or symptoms that interfere.

Behaviors and symptoms affecting the person’s ability to self-manage needs in this area: NA

Does the person want support in this area: No

Does the person want an outcome related to improving skills in this area: No

Regulating water temperature

Able to Self-Manage: NA

Overall strengths, functional skills and abilities: Esther is able to self-manage in this area. There are no behaviors or symptoms that interfere.

Behaviors and symptoms affecting the person’s ability to self-manage needs in this area: NA

Does the person want support in this area: No

Does the person want an outcome related to improving skills in this area: No

Community survival skills

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther can demonstrate basic knowledge of community survival skills.
- Esther can use a cell phone, identify herself, demonstrates good pedestrian skills, has good communication skills, can seek help if needed, and busses independently to familiar areas._

Behaviors and symptoms affecting the person’s ability to self-manage needs in this area:

- Esther does not demonstrate survival skills needed to independently take care of herself and may have difficulty responding to a safety related incidents. Esther sometimes lacks follow through with daily tasks and is not always motivated to learn skills to care for herself, or to learn independent living skills.

Does the person want support in this area: Yes

- EBI staff will offer regular safety skills training and will provide various emergency drills and role play sessions on a scheduled basis.
- EBI staff will assist Esther with learning and engaging in daily living skills. EBI staff will assist Esther with daily

programming/outcome achievement.

- When Esther is engaging in the community independently, EBI staff will ensure that Esther has her cell phone and arranged check in times are made--
- Staff will follow EBI's incident reporting policy if a situation arises.

Does the person want an outcome related to improving skills in this area: No

Water safety skills

Able to Self-Manage: Yes

Overall strengths, functional skills and abilities: Esther is able to communicate to others that she does not know how to proficiently swim and that she needs a lifejacket. There are no behaviors or symptoms that interfere.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA

Does the person want support in this area: No

Does the person want an outcome related to improving skills in this area: No

Sensory disabilities (visual, auditory, tactile, etc.)

Able to Self-Manage: Yes

Overall strengths, functional skills and abilities: Esther has a vision impairment, which is corrected with the use of glasses. She is able to self-manage in the category of sensory disabilities and wears her glasses daily.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA

Does the person want support in this area: No

Does the person want an outcome related to improving skills in this area: No

Toxic substances, chemicals, detergents or other hazardous materials

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther demonstrates caution when using toxic substances, chemicals, detergents, and hazardous materials and asks for help. Esther has the skills to call for help if an emergency were to arise.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther does not independently identify what items are toxic or hazardous.

Does the person want support in this area: Yes -

- Esther wants staff support when using chemicals. EBI staff will provide physical assistance and or verbal guidance when using these items. If accident were to occur, EBI staff will assist with seeking emergency care as needed.

Does the person want an outcome related to improving skills in this area: No

Dangerous items or equipment

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther willingly accepts support when she is using items or equipment that may be dangerous. Esther demonstrates caution when she is working with sharp objects and likes to ask for help.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther does not demonstrate competency when using dangerous items or sharp objects.

Does the person want support in this area: Yes -

- EBI staff will provide supervision and physical assistance to Esther when she is using items or equipment that may be dangerous.

Does the person want an outcome related to improving skills in this area: No

Communication (expressive and receptive)

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther communicates with gestures, facial expression, verbally and in writing. She speaks in complete sentences. She is able to read and follow simple instructions. Esther is able to ask for help and make her wants and needs known.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Due to Esther's cognitive abilities, Esther benefits from receiving staff support when detailed or important information is provided to her or if she needs to relay important information to others.

Does the person want support in this area: Yes -

- EBI staff will help Esther with identified communication needs, as needed and may communicate on Esther's behalf if needed.

EBI staff will regularly help Esther understand and relay information as needed.

Does the person want an outcome related to improving skills in this area: No

Drills & emergencies

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther often participates in drills, role play, and information sessions at home about emergencies. She is able to identify what to do in most emergencies. She is able to open locked doors and windows.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- In the event of a true emergency, Esther may have difficulty remaining calm, and knowing what to do.

Does the person want support in this area: Yes -

- EBI staff will conduct monthly emergency drills in Esther's home. A review will be completed with Esther after the drill has been completed and further training will be provided as needed with any areas of concern. Staff will follow EBI's emergency procedure plan as outlined in EBI's policy manual

Does the person want an outcome related to improving skills in this area: No

Ability to remain alone

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther demonstrates the skills to be alone in the community and home. Esther knows how to use her cell phone if an emergency were to arise.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther does not consistently present the safety skills to take care of herself in every environment for long periods of time. She has a difficult time when out of her regular routine and in areas that are unfamiliar to her. Esther may not immediately report when she needs help. She can be easily placed in a vulnerable position or be swayed by others. She does benefit from being able to access support as needed, at all times.

Does the person want support in this area: Yes -

- EBI staff will arrange designated timeframes and Esther will be encouraged to check in at those times or sooner if she has a problem or concern.
- EBI staff will follow EBI's incident reporting procedures or the missing person policy if an incident were to arise.
- EBI Staff will work with Esther on a regular basis through education and roleplay so that she is able to gain new skills and maintain her current skills.

Does the person want an outcome related to improving skills in this area: No

Behavior

Physical Aggression and Conduct

Able to Self-Manage: Yes

Overall strengths, functional skills and abilities: Esther does not demonstrate physical aggression.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA

Does the person want support in this area: No

Does the person want an outcome related to improving skills in this area: No

Verbal / Emotional Aggression (state behavior)

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther actively participates in role-play, takes her daily medication, and regularly sees her counselor to assist with addressing behavior management. Esther can identify some of her "triggers" and will sometimes identify alternative ways to handle her frustration.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther can demonstrate verbal aggression, be disrespectful toward others, and talk rudely if she feels frustrated or irritated. Esther suffers from PMS, and anxiety/excessive worry and has difficulty regulating her feelings.

Does the person want support in this area: Yes -

- EBI staff will immediately help Esther problem solve if Esther is feeling frustrated. EBI will provide Esther with weekly role-play regarding behavior management and offer additional counseling if needed. Esther takes medication for mood regulation. EBI staff will help her with daily medication administration. EBI staff will use approaches as outlined in Esther's positive support strategies when situations arise. This plan will be reviewed semi-annually and as needed.

Does the person want an outcome related to improving skills in this area: No

Property Destruction
<p>Able to Self-Manage: Yes</p> <p>Overall strengths, functional skills and abilities: Esther does not demonstrate property destruction.</p> <p>Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA</p> <p>Does the person want support in this area: No</p> <p>Does the person want an outcome related to improving skills in this area: No</p>
Self-injurious behaviors
<p>Able to Self-Manage: Yes</p> <p>Overall strengths, functional skills and abilities: Esther does not demonstrate self-injurious behavior.</p> <p>Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA</p> <p>Does the person want support in this area: No</p> <p>Does the person want an outcome related to improving skills in this area: No</p>
Suicidal Ideations, thoughts, or attempts
<p>Able to Self-Manage: Yes</p> <p>Overall strengths, functional skills and abilities: Esther has not displayed ideations, thoughts, or suicide attempts since residing at EBI and per historical data, it appears that this is not an area of concern.</p> <p>Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA</p> <p>Does the person want support in this area: No</p> <p>Does the person want an outcome related to improving skills in this area: No</p>
Criminal or unlawful behavior
<p>Able to Self-Manage: Yes</p> <p>Overall strengths, functional skills and abilities: Per historical data, Esther does not have a history of displaying these types of behaviors.</p> <p>Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA</p> <p>Does the person want support in this area: No</p> <p>Does the person want an outcome related to improving skills in this area: No</p>
Mental health crisis that requires the program to call 911, a mental health crisis intervention team, or a similar mental health response team or service when available and appropriate;
<p>Able to Self-Manage: Yes</p> <p>Overall strengths, functional skills and abilities: Esther has not demonstrated a mental health crisis that requires the program to call 911 or a mental health crisis intervention team or similar mental health response team since residing at EBI. Esther's mental health is appears stable, and she is not currently in crisis.</p> <p>Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA</p> <p>Does the person want support in this area: No</p> <p>Does the person want an outcome related to improving skills in this area: No</p>
An act or situation involving a person that requires the program to call 911, law enforcement, or the fire dept;
<p>Able to Self-Manage: Yes</p> <p>Overall strengths, functional skills and abilities: Esther has not demonstrated acts that require the program to call 911, law enforcement or the fire department since she has resided at EBI. Per historical data, Esther does not have concerns in this area.</p> <p>Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA</p> <p>Does the person want support in this area: No</p> <p>Does the person want an outcome related to improving skills in this area: No</p>
A person's unauthorized or unexplained absence from a program
<p>Able to Self-Manage: Yes</p> <p>Overall strengths, functional skills and abilities: Esther does not have a history of unauthorized or unexplained absences.</p> <p>Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA</p> <p>Does the person want support in this area: No</p> <p>Does the person want an outcome related to improving skills in this area: No</p>
Symptoms or behaviors that may jeopardize the health and welfare of the person or others
<p>Able to Self-Manage: Yes</p>

Overall strengths, functional skills and abilities: Esther does not demonstrate additional symptoms or behaviors that would jeopardize the health and welfare of herself or others.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA

Does the person want support in this area: No

Does the person want an outcome related to improving skills in this area: No

ADL's and IADL's

Personal Hygiene and Grooming

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- **Shaving** – Esther can shave her legs, chin hairs, and underarms on her own if using an electric razor and sometimes will accept verbal reminders and help if needed.
- **Hand Washing** – Esther can wash her hands and use soap on her own.
- **Dressing** – Esther can dress and undress on her own. Esther accepts verbal reminders when she needs to change clothing or dress for the weather.
- **Applying deodorant** – Esther can use deodorant on her own and accepts support with reminders.
- **Glasses** – Esther wears her glasses and can report when repairs need to be made.
- **Hear Aid** – NA
- **Nail Care** – Esther accepts help with nail care.
- **Hair care and Bathing** – Esther can bathe or shower on her own and wash her body/hair.
- **Care of teeth, gums, and oral prosthetic devices** – Esther can brush her teeth and floss. Esther does not have partials or dentures. Esther accepts help with flossing.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther only likes to shower 2-3 times per week. Esther has difficulty keeping up on her hygiene (oral care, brushing her hair, washing hands when needed).
- Esther can read but may disregard visual or written hygiene charts for her to follow.
- Esther may not always accept to complete hygiene tasks, given staff reminders. Esther often reports that she is not motivated to complete daily hygiene tasks.

Does the person want support in this area: Yes –

- EBI staff will provide gentle reminders daily or as needed with following hygiene and grooming needs. EBI staff will provide Esther a visual hygiene schedule to follow and provide as much encouragement as possible with hygiene needs.

Does the person want an outcome related to improving skills in this area: Yes – Esther wants to work on following a hygiene schedule through visual guides or reminders.

Eating

Able to Self-Manage: Yes -

Overall strengths, functional skills and abilities: Esther does not require assistance with eating.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area: —

Does the person want support in this area: No - if eating concerns arise, support will be provided and the SUPPORT PLAN Addendum will be updated. -

Does the person want an outcome related to improving skills in this area: No

Toileting

Able to Self-Manage: Yes

Overall strengths, functional skills and abilities: Esther does not require assistance with toileting.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area: NA

Does the person want support in this area: No

Does the person want an outcome related to improving skills in this area: No

Meal planning & preparation

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther can independently prepare convenience foods (sandwiches, cereal, left overs). Esther knows basic kitchen safety and can read a written recipe, make a menu plan, and use kitchen appliances.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther is hesitant on using kitchen appliances or sharp objects that could cause injury. Esther has difficulty following a menu

plan and recipe on her own.

Does the person want support in this area: Yes –

- EBI staff will provide Esther with staff supervision and or physical assistance when she is following a recipe plan or cooking in the kitchen. EBI staff will assist Esther when it is her turn to cook according to the cooking rotation in her home. EBI staff will provide ongoing education to Esther when she is receiving help in the kitchen .
- EBI staff will encourage Esther to make a menu plan prior to her week of cooking and offer any additional feedback or help during menu planning.

Does the person want an outcome related to improving skills in this area: No

Money management, safeguarding, paying bills

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther has basic knowledge of what money is and knows how to use her debit card. Esther can pay for items at the store.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther does not manage her money according to a budget. Esther spends her money on wanted items instead of putting her needs first. Esther does not identify bills that need to be paid. Esther has a history of giving her money to others. Esther does not understand proper debit card use and does not present the skills to manage a check book or large amounts of money on her own. Esther does not know how to document incoming and outgoing money belonging to her.

Does the person want support in this area: Yes-

- EBI staff will safeguard Esther's funds, debit card, and check book in a designated locked area in Esther's home. EBI staff will assist Esther with using her funds, budget her money, and complete debit card or checking transactions. EBI staff will assist Esther with paying her bills on time.
- EBI staff will document all of Esther's incoming and outgoing money in her financial log and obtain receipts for outgoing money. EBI staff will follow Esther's financial consent form.
- EBI staff will provide Esther with her debit card when she independently withdrawals funds from the ATM machine on a weekly basis (usually totaling 40.00 per week) and when she independently uses her debit card to purchase snacks each week, (usually totaling \$10-20 per week)
- After those independent weekly withdrawals/purchases are made, Esther and staff will need to verify her bank account balance and verify that she is still be able to cover her monthly room and board and other expenses. Esther will receive staff assistance using her debit card for ongoing purchases, in order to avoid over drafting.

Does the person want an outcome related to improving skills in this area: No

Shopping for food, clothing, and other essential items

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther can verbally communicate to support staff when she wants to go shopping, what she wants to purchase, and where she wants to shop. Esther can identify and locate most items from store shelves that she wants.
- Esther knows how to use an ATM and will look at her bank account balance on a weekly basis when using an ATM.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther does not identify if she has funds for her shopping needs. Esther puts wants before needs. Esther does not identify essential items that she regularly needs. Esther relies on her support staff's input to avoid over drafting, she does not make efforts to use a bank app or call her bank to check her balance prior to making purchases.

Does the person want support in this area: Yes-

- Esther will receive EBI staff support with regularly making a budget list and shopping for food, clothing, and her essential needs. EBI staff will review with Esther her funds available prior to completing shopping needs. Esther will be encouraged to follow a budget list. EBI will supply meals and snacks in the EBI home and will remind Esther of those items if Esther wants to buy her own snacks that she may not have funds for.

Does the person want an outcome related to improving skills in this area: No

Performing household tasks and responsibilities

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther can read a cleaning schedule and has the skills to complete basic cleaning tasks.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther lacks motivation to clean, complete responsibilities, or perform household tasks. Esther will leave her personal space messy or disorganized. Esther may tell others she will clean but may not. Esther may ask others to complete responsibilities for her.

Does the person want support in this area: Yes –

- EBI will provide Esther with verbal reminders and a visual guide she can follow, which will identify tasks and what day to

clean/complete responsibilities. EBI staff will provide encouragement if Esther is not initiating in cleaning or responsibilities. EBI staff will physically assist Esther as needed.

Does the person want an outcome related to improving skills in this area: Yes – Esther wants to work on improving her responsibilities related to household tasks and her dog.

Communication by telephone and other media

Able to Self-Manage: Yes

Overall strengths, functional skills and abilities: Esther knows how to communicate by telephone and through social media. Esther can express if she is having difficulty. Esther can read and write. Esther can identify when she needs to reload her cell phone with more hours/days.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area: At this time, no behaviors or symptoms are seen that affect Esther's ability to self-manage in this area.

Does the person want support in this area: No

Does the person want an outcome related to improving skills in this area: No

Traveling, including to medical appointments and to participate in the community

Able to Self-Manage: No

Overall strengths, functional skills and abilities:

- Esther enjoys activities in the community and can walk to nearby businesses, or utilize public transportation to get to familiar locations. Esther participates with community safety training when practice sessions are provided.
- Esther carries her ID and can state her full name if asked by a community member. Esther carries her cell phone when traveling in the community and often calls or texts when she has questions and to check in with her staff.

Behaviors and symptoms affecting the person's ability to self-manage needs in this area:

- Esther does not present the skills to obtain a driver's license. Esther does not like to be independent with bussing or traveling in the community in unfamiliar areas. Esther needs support with medical appointments.

Does the person want support in this area: Yes –

- EBI staff will provide community safety training to Esther and assist her with following her pedestrian safety and any community safety.
- Esther will be encouraged to travel with her cell phone, and check in with EBI staff at agreed upon time frames, and when needing help or assistance. EBI support staff will provide transportation, supervision and the necessary assistance as needed. EBI staff will provide reminders as needed to obtain her monthly bus pass.

Does the person want an outcome related to improving skills in this area: No

Revisions:

- None

Individual Abuse Prevention Plan (IAPP)

Name of person served: Esther Jacobson

Address: 3921 West 4th Street Duluth, MN 55807

Period From: 4/1/2023 to 3/31/2024 (Annual Period)

Review Date: 3/9/2023

Person Completing Plan: Sarah Hamilton, EBI DM; Lisa Sawyer, EBI DC;

Members of Support Team: Desirae “Desi” Williams, SLC Case Manager; Sarah Hamilton, EBI DM; Lisa Sawyer, EBI DC; Linda Grover, EBI Program Director; Jerri Anne Noe, Bethesda Homes.

Employment: Culvers

Guardianship/Conservatorship Status: own guardian

Case Manager: Desi Williams, SLC Case Manager

Instructions: For each area, assess whether the person is susceptible to abuse by others and the person’s risk of abusing other vulnerable people. If susceptible, indicate why by checking the appropriate reason or by adding a reason. Identify specific measures to be taken to minimize the risk within the scope of licensed services and identify referrals needed when the person is susceptible outside the scope or control of the licensed services. If the person does not need specific risk reduction measures in addition to those identified in the program abuse prevention plan, document this determination and identify the area of the program prevention plan that addresses the area of susceptibility.

Risk Area – Sexual Abuse	Is the person susceptible to abuse	Why is person at risk: Specific measures to minimize risk of abuse:
Lack of understanding of sexuality	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Why is Esther at risk: Esther does not have an adequate understanding of sexuality.</p> <p>Specific measures to minimize risk of abuse: EBI support staff will provide ongoing education through regular role-play training, and as situations arise concerning sexuality. If Esther has questions about sexuality, EBI support staff will provide answers to Esther to the best of their ability or seek available resources to better educate Esther. She will be provided information, as appropriate, if she is demonstrating behaviors that place her at risk.</p>
Likely to seek or cooperate in an abusive situation	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Why is Esther at risk: Esther is friendly and is not known to seek or cooperate in an abusive situation; however, Esther is a vulnerable adult and may not recognize that she is cooperating in an abusive situation if one were to arise.</p> <p>Specific measures to minimize risk of abuse: Prior to Esther leaving for community activities without EBI staff support, Esther will be provided with regular reminders on how to be safe in the community, how to be appropriate with others, and EBI staff will check to see that Esther has her cell phone with her and turned on. EBI support staff will provide role play to Esther at least quarterly, and as needed, regarding sexual abuse. EBI support staff will report any known or suspected sexual abuse within 24 hours and follow Vulnerable Adult reporting procedures. EBI staff will receive training at least annually in Vulnerable Adult reporting procedures.</p>
Inability to be assertive/defend self	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Why is Esther at risk: It is unknown how Esther would react if a sexually abuse situation were to arise.</p> <p>Specific measures to minimize risk of abuse: EBI staff will provide role play sessions to Esther at least quarterly in regard to recognizing and defending self from sexual abuse and will provide information about sexual safety/consent and reporting procedures. EBI staff will provide role play sessions regularly to Esther regarding communication skills and being assertive if a situation were to occur. EBI support staff will report any known or suspected sexual abuse within 24 hours and follow Vulnerable Adult reporting procedures. EBI staff will receive training at least annually in Vulnerable Adult reporting procedures.</p>

Displays sexual activity involving force or coercion	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Esther does not demonstrate sexual activity involving force or coercion.
Other: Engages in safe sex practices	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Why is Esther at risk: Esther currently is not in a relationship at this time. Esther is on birth control. Specific measures to minimize risk of abuse: EBI staff will assist Esther with applying her birth control patch according to the instructions listed on the package and medication administration record. Should Esther pursue sexual relations, EBI staff will explain safe sex practices.
Referrals made when the person is susceptible to abuse outside the scope or control of this program: No referrals have been made or occurred during the previous year.		

Risk Area Physical/verbal abuse	Is the person susceptible to abuse	Why is person at risk: Specific measures to minimize risk of abuse:
Inability to identify potentially dangerous situations	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Why is Esther at risk: Situations that are not routine to Esther may present a challenge and she may have difficulty identifying how to respond. Specific measures to minimize risk of abuse: EBI staff will provide role play sessions to Esther at least quarterly in how to recognize and respond to dangerous situations. EBI will conduct emergency drills monthly and review problem areas with Esther, if any. EBI support staff will re-direct Esther from dangerous situations, if present, and educate her in how she could identify these situations in the future. EBI support staff will provide or seek emergency first aid care if needed. EBI support staff will report any incidents following incident reporting policies according to EBI's protocol.
Lack of community orientation skills	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Why is Esther at risk: Esther is not familiar with all community offerings, locations, and how and when to access things in her community. Specific measures to minimize risk of abuse: EBI staff will offer supervision and transportation to Esther as requested, when engaging in community experiences that are not familiar to her. EBI staff will ensure that Esther has her cell phone with her when in the community. Staff and Esther will arrange check in times. Staff will review community safety prior to Esther leaving independently. Staff will provide Esther with support as needed with learning a new bus route or schedule. EBI support staff will report any incidents following incident reporting policies according to EBI's protocol.
Inappropriate interactions with others	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Why is Esther at risk: Esther is not known to have inappropriate interactions with others. Esther is independent in the community and may be placed in an inappropriate situation in which she may be unsure how to respond or react. Specific measures to minimize risk of abuse: EBI support staff will regularly encourage Esther to discuss any problems or concerns she may be having. EBI support staff will regularly help Esther identify how to problem solve, effectively communicate, and be appropriate toward others through role play, monthly house meetings, and regular staff support. Esther has a cell phone and is encouraged to take it with her when engaging in community outings. Esther is instructed to contact her staff for assistance regarding inappropriate interactions with others.
Inability to deal with/ Defend self against others who are physically or verbally/emotionally aggressive	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Why is Esther at risk: Esther is a vulnerable adult. Esther is independent in the community and interacts with others regularly. She is a trusting individual and willing to please others. If an aggressive situation were to occur, Esther may not know how to deal with the situation or defend herself. Specific measures to minimize risk of abuse: In the event that a situation occurs that Esther is part of and EBI support staff are present, EBI staff will verbally intervene and seek the necessary actions to respond and educate Esther about the situation. When Esther is in the community without support staff, EBI staff will encourage her to bring her cell phone with her and to walk away from physically or verbally abusive situations if one were to occur. EBI staff will provide role play sessions to Esther at

		least quarterly and as situations arise in regard to recognizing and defending self from physical/verbal abuse and what physical and verbal abuse is. EBI support staff will regularly help Esther identify how to problem solve, effectively communicate, and be appropriate toward others through role play, monthly house meetings, and regular staff support. EBI support staff will report any known or suspected physical/verbal abuse within 24 hours and follow Vulnerable Adult reporting procedures. EBI staff will receive training at least annually in Vulnerable Adult reporting procedures.
Verbally/physically abusive to others -	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Why is Esther at risk: Esther does suffer from anxiety and PMS and becomes overwhelmed easily. Esther may demonstrate verbal aggression toward others, make rude comments, or be insensitive and refrain from accepting feedback during moments of frustration.</p> <p>Specific measures to minimize risk of abuse: EBI support staff will help Esther with learned coping skills as situations arise. EBI support staff will help Esther set up regular counseling sessions for ongoing counseling and behavior management. EBI support staff will suggest for Esther to follow the recommendations made by her counselor. EBI staff will assist Esther with taking her medication for anxiety daily. EBI staff will regularly help Esther identify how to problem solve, effectively communicate, and be appropriate toward others through role play, monthly house meetings, and regular staff support. EBI staff will provide Esther with additional role play and problem solving skills if she demonstrates frustration, behaviors that could be upsetting toward others, or if others are bothering her.</p> <p>EBI support staff will offer routine verbal praise when Esther is using good problem solving skills as concerns arise and when she is communicating effectively with others. EBI staff will provide ongoing reminders and education about the consequences of her actions and how it may affect others as concerns arise.</p> <p>EBI support staff will report any known or suspected physical/verbal abuse within 24 hours and follow Vulnerable Adult reporting procedures. EBI staff will receive training at least annually in Vulnerable Adult reporting procedures.</p>
Mental and emotional health symptoms and crisis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Why is Esther at risk: Esther has a diagnosis of anxiety and ADHD, suffers from PMS symptoms, and takes medication for managing her symptoms. Esther has a history of yelling out when mad and or being insensitive towards others.</p> <p>Specific measures to minimize risk of abuse: If EBI staff observe Esther becoming upset or worried, EBI staff will attempt to speak with Esther about what may be bothering her and assist her with problem solving. EBI staff will assist Esther with identifying how to problem solve, effectively communicate, and be appropriate toward others through role play, monthly house meetings, and regular staff support. EBI staff will encourage Esther to use problem solving strategies as situations arise and or seek additional counseling services for additional problem solving.</p>
"Victim" history exists	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	NA
Referrals made when the person is susceptible to abuse outside the scope or control of this program: No referrals have been made or occurred during the previous year.		

Risk Area - Self-Abuse	Is the person susceptible to abuse	Why is person at risk: Specific measures to minimize risk of abuse:
Dresses inappropriately	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Why is Esther at risk: Esther may not wear enough layers during the winter months. Esther may wear clothing that doesn't fit her properly.</p> <p>Specific measures to minimize risk of abuse: EBI staff will offer regular support with purchasing clothing as needed. If staff notice that Esther is not properly dressed, staff will encourage her to change and offer any necessary support.</p>
Refuses to eat	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<p>Why is Esther at risk: Esther has not had incidents of skipping meals since residing at EBI. Per historical data, Esther has history of skipping meals.</p>

		<p>Specific measures to minimize risk of abuse: If Esther begins to skip meals, EBI staff will provide support in this area and update her SUPPORT PLAN Addendum.</p>
Inability to care for self and self-help needs	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Why is Esther at risk: Esther can perform basic day to day self-care tasks within her home but does not perform all skills necessary to adequately care for herself, without reminders and some assistance. Esther may be in agreeance with performing self-care, but then lacks motivation and follow through. Esther has tried to live independently in the past and reported that she had difficulty caring for herself and required regular staff support and moved back to an AFC home.</p> <p>Specific measures to minimize risk of abuse: EBI will provide a 24 hour support plan. EBI staff will provide Esther with regular reminders and a visual responsibility calendar to assist her with identifying daily tasks and cares. EBI support staff will offer ongoing verbal assistance, training and education, encouragement, and physical assistance with self-help needs. EBI support staff will provide ongoing training Support services/outcomes will be in place to teach practical living and self-help skills. EBI support staff will provide verbal reminders when needed and help Esther identify self-help needs that she can initiate on her own. Support staff will provide physical assistance with self-help needs that Esther is unable to complete.</p>
Lack of self-preservation skills	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Why is Esther at risk: Esther does not demonstrate the skills to adequately protect herself from harm. Esther has tried to live independently in the past and reported that she had difficulty and required regular staff support and moved back to an AFC home.</p> <p>Specific measures to minimize risk of abuse: EBI support staff will be staffed in Esther's home to provide a 24-hour plan of care to meet her needs and offer physical and verbal assistance if it is needed. EBI support staff will assist Esther with practicing safety training, role play, and monthly emergency/safety drills at her residence. Areas of concern will be reviewed with Esther. If a real situation occurs that requires reporting, EBI staff will follow EBI's incident reporting policy in EBI's policy manual in Esther's home and respond accordingly.</p>
Engages in self-injurious behaviors	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	NA
Neglects or refuses to take medications	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Why is Esther at risk: Esther has a history of forgetting to take her medication at scheduled medication times.</p> <p>Specific measures to minimize risk of abuse: If Esther has not asked for her scheduled medication by the assigned time, EBI staff will provide Esther reminders to take her medications and will physically assist her with medication administration. EBI staff will follow EBI's medication policies if a medication error were to occur.</p>
<p>Referrals made when the person is susceptible to abuse outside the scope or control of this program: No referrals have been made or occurred during the previous year.</p>		
Risk Area - Financial Exploitation	Is the person susceptible to abuse	Why is person at risk: Specific measures to minimize risk of abuse:
Inability to handle financial matters	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Why is Esther at risk: Esther has a limited income and would have limited opportunities to manage her money. Esther understands the concept of money but does not have adequate money management skills and is unable to manage her own finances. She has difficulty with overspending, identifying if she has adequate funds, record keeping, saving her money, paying bills on time, safeguarding her funds, managing/using a bank account, and budgeting her money.</p> <p>Specific measures to minimize risk of abuse: EBI support staff will physically assist Esther weekly with making a budget list to purchase the items she wants and needs and will provide her with ongoing training and education with money management. EBI support staff will regularly encourage Esther to secure money she keeps in her possession in her wallet so that she does not lose it. EBI staff will encourage Esther to use her cash in budgeted envelopes when shopping to avoid overspending. Currently, EBI staff will send Esther in the community to withdraw a specified</p>

amount of cash for the week (usually 40) and to purchase weekly snacks (usually \$10-15) using her debit card, After those purchases are made, staff will not send Esther independently with her debit card to avoid spending funds she does not have without first checking her bank balance and coming up with agreed upon amounts. This plan will need to be reevaluated if Esther would have a significant change in hours or were to lose her community employment. EBI staff will help Esther identify when her bills are due and will provide physical assistance to Esther when she wants to use her debit card to pay her bills.

EBI staff will document all incoming and outgoing funds in Esther's financial log and review it with Esther regularly to assist Esther with identifying funds that she has available.

EBI support staff will physically assist Esther with the management and safeguarding of her money. This will include physically assisting and providing regular education to Esther with paying her bills, completing shopping needs, banking transactions, storing her money, balancing her check book, budgeting her money, and providing accurate documentation and receipts of all incoming and outgoing money in her petty cash and checking account.

<p>Recognizes/reports mismanagement of finances</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Why is Esther at risk: Esther does not grasp all aspects of finances, she may not recognize if others were mismanaging her money, therefore she may not know when to report mismanagement, or how to report it. Esther could be talked into giving her money away.</p> <p>Specific measures to minimize risk of abuse: EBI's Designated Coordinator/Manager, or Program Director will review Esther's financial records weekly, which will be checked for calculation errors and financial mismanagement. Monthly, bank statements will be compared against the totals in Esther's financial record keeping book. Copies of Esther's financial book/log and banks statements will be sent to her case manager per their request for additional review. EBI staff will document in Esther's financial book all incoming and outgoing money and will also use/obtain receipts for all outgoing money. EBI staff will follow EBI's reporting guidelines in the event that mismanagement of Esther's finances are observed or suspected. EBI's staff are mandated reporters and are trained upon hire and annually thereafter in reporting procedures of a Vulnerable Adult, which includes financial abuse or exploitation and will follow the reporting procedures if mismanagement of Esther's money is suspected or occurs. EBI staff will provide role play sessions to Esther at least quarterly and as situations arise in regard to identifying and reporting procedures. EBI support staff will be trained in how to recognize, respond, and report incidents relating to financial abuse. EBI support staff will document any incidents of financial abuse that occurs with Esther. Areas of concern will be reviewed with Esther. EBI's Designated Manager will review any documented incidents of financial abuse to determine additional safeguarding measures to take.</p>
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Referrals made when the person is susceptible to abuse outside the scope or control of this program: No referrals have been made or occurred during the previous year.

Risk Area	Is the person susceptible to abuse	Why is person at risk: Specific measures to minimize risk of abuse:
<p>Ability to report sexual, physical, verbal/emotional, financial, and/or self-abuse</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Why is Esther at risk: Esther may not identify or understand the different forms of abuse, how to report abuse, and who to report abuse to. She may not report abuse if the abuser was someone she likes and trusted.</p> <p>Specific measures to minimize risk of abuse: EBI support staff will monitor Esther's interactions with others while under the care of EBI to the best of their ability. EBI support staff will verbally intervene, if present, if any type of abuse is known or suspected. EBI support staff will counsel and provide support to Esther if situations occur, EBI support staff will provide Esther with role play sessions at least quarterly in regard to identifying and defending herself in abusive situations. EBI support staff will regularly encourage Esther to speak up for herself, and educate her of her rights to be free from abuse and neglect. EBI support staff will follow Vulnerable Adult reporting procedures as outlined in EBI's VA reporting policy if abuse is known or suspected. EBI support staff will</p>

receive Vulnerable Adult reporting training upon hire and annually thereafter. .

Referrals made when the person is susceptible to abuse outside the scope or control of this program: No referrals have been made or occurred during the previous year.

A. Is the program aware of this person committing criminal or unlawful behavior? ___ Yes ___x No

B. Is the program aware of this person committing a violent crime or act of physical aggression toward others? _ Yes ___x No

Specific measures to be taken to minimize the risk this person might reasonably be expected to pose to visitors to the program and persons outside the program, if unsupervised: Esther does not pose a risk to visitors to the program and persons outside the program.

Referrals made when the person is susceptible to abuse outside the scope or control of this program: No referrals have been made regarding violent crime or act of physical aggression toward others.

Revisions

- None

Health Needs Record

Name of person served: Esther Jacobson

Address: 3921 West 4th Street Duluth, MN 55807

Period From: 4/1/2023 to 3/31/2024 (Annual Period)

Review Date: 3/9/2023

Person Completing Plan: Sarah Hamilton, EBI DM; Lisa Sawyer, EBI DC;

Members of Support Team: Desirae "Desi" Williams, SLC Case Manager; Sarah Hamilton, EBI DM; Lisa Sawyer, EBI DC; Linda Grover, EBI Program Director; Jerri Anne Noe, Bethesda Homes.

Employment: Culvers

Guardianship/Conservatorship Status: own guardian

Case Manager: Desi Williams, SLC Case Manager

This program is responsible for meeting the health needs for the person as assigned in the Support Plan or the Support Plan addendum. It must be updated when changes occur in the Support Plan or Support Plan addendum.

Medication Administration and Assistance

Requirements for medication administration and assistance are found in Minnesota Statutes, sections [245D.05](#), subdivisions 1a, 1b, 2, and 4 and section [245.051](#). This program will meet any medication administration and assistance needs by: Check the boxes that apply

Medication set up - arranging of medications according to instructions from the pharmacy, the prescriber, or a licensed nurse, for later administration. The license holder must document in the person's medication administration record: dates of setup, name of medication, quantity of dose, times to be administered, and route of administration at time of setup; and, when the person will be away from home, to whom the medications were given.

- EBI staff will set up medication for later administration when Esther will be away from the home during medication administration times. Esther is able to hold her med minder independently when going on home visits or is away from the home during med times, and can administer previously set up medications, following a schedule, alarms, or being given verbal reminders as needed. EBI staff have a plan to check with Esther when returning home to ensure medication administration occurred by asking Esther if she took her medication and requesting to review the med minder that was sent. EBI will complete documentation responsibilities, as applicable for med admin.

Medication assistance - means any of the following: (1) bringing to the person and opening a container of previously set up medications, emptying the container into the person's hand, or opening and giving the medications in the original container to the person under the direction of the person; (2) bringing to the person liquids or food to accompany the medication; or (3) providing reminders, in person, remotely, or through programming devices such as telephones, alarms, or medication boxes, to take regularly scheduled medication or perform regularly scheduled treatments and exercises.

- Esther will store her daily and excess medications in the staff office in a locked area. When medication time approaches, Esther will receive verbal reminders if she has not initiated in following her medication schedule on her own and Esther will be provided with her medication bubble packs, that staff secure, to take her daily medications independently at the designated medication time. EBI staff will supervise Esther during this time to ensure that she is following medication instructions and taking the correct medication. After confirmation has been made of medication administration, EBI staff will sign off on Esther's MAR and securely store Esther's bubble pack containing her medications.
- Esther can take her medication without difficulty and can swallow her medications whole. Esther can apply her own topicals. EBI staff will follow EBI's medication administration policies.
- Esther can self-administer her asthma inhaler and is able to identify when she needs it. If Esther is going to regularly use her inhaler during a flare up, EBI staff will help Esther identify timelines of use until she is better. EBI staff will follow Esther's asthma protocol.
- Esther can self-administer her epi-pen, and is able to identify when she needs it. If Esther uses her epi-pen, EBI staff will call 911 and follow Esther's allergy protocol. EBI staff will administer Esther her epi-pen if Esther is unable to do so on her own.

Medication administration - medication administration" means: (1) checking the person's medication record; (2) preparing the medication as necessary; (3) administering the medication or treatment to the person; (4) documenting the administration of the medication or treatment or the reason for not administering the medication or treatment; and (5) reporting to the prescriber or a nurse any concerns about the medication or treatment, including side effects, effectiveness, or a pattern of the person refusing to take the medication or treatment as prescribed. Adverse reactions must be immediately reported to the prescriber or a nurse.

- EBI staff will follow Esther's Medication Administration Record to pass or supervise Esther with her daily and PRN medications according to the prescriber's instructions. After Esther has received her medications, EBI staff will sign off on Esther's MAR. Esther can take her medications whole, take the correct medications from her med minder, follow any necessary verbal instructions, and obtain a glass of water. Esther's medications are secured in the staff office and stocked in bubble packs or pill containers. Esther requires complete assistance with administration or PRN's. EBI staff will follow EBI's policy and procedures on medication administration.

Other:

- **Storage** - EBI support staff will store all of Esther's daily, PRN and excess stock of daily medications in a locked area. If Esther is participating in a self-administration of medication plan, Esther prefers her medications to be securely stored in the locked staff office at EBI. All excess stock that she is not currently taking will be kept in the staff office. Esther will store her epi pen and inhaler on her at all times.
- **Reordering** - EBI support staff will reorder and pick up or arrange for delivery of Esther's medications. Esther's medications are currently being refilled by Falk's pharmacy and are on schedule for regular delivery. EBI's DM will reorder PRN medication and destroy all expired or discontinued medications.
- **Errors/Discrepancies** - EBI support staff will follow medication administration policies to address medication errors, concerns, or discrepancies.

Monitoring Health Conditions

This program must document the procedures for monitoring health conditions according to the written instructions of a licensed health professional and as assigned in the Support Plan or coordinated service and support addendum.

Health Condition	Written Instructions for Monitoring the Health Condition from Licensed Health professional (Insert or attach to this form the written instruction)	Procedures the Program will Follow to Meet These Instructions
Asthma	Esther has an asthma action plan. The plan and protocol is attached in the protocol section.	Esther has asthma and per historical data, it is triggered by upper respiratory infections and strenuous exercise. EBI staff will follow Esther's inhaler use and asthma action plan protocol. EBI staff will assist Esther with using her inhaler if needed, follow timelines for use, and will ensure that Esther has a working, and up to date inhaler. EBI staff will ensure that Esther carries her inhaler during times of illness.
Allergy to Bee Stings	Esther has a protocol for epi-pen use. The plan and protocol is attached in the protocol section of this SUPPORT PLAN Addendum.	EBI staff will follow Esther's epi-pen use protocol. Per historical data, Esther is allergic to bees. EBI staff will assist Esther with using her epi-pen if needed, call 911 if needing to use the epi-pen, and will ensure that Esther has a working, and up to date epi-pen. EBI staff will ensure that Esther carries her Epi pen during late spring, summer, and the fall.

Diagnosis	General Information
Hypercalcemia	Hypercalcemia is a condition in which the calcium level in your blood is above normal. Too much calcium in your blood can weaken your bones, create kidney stones, and interfere with how your heart and brain work. Hypercalcemia is usually a result of overactive parathyroid glands.
ADHD;	Adult attention-deficit/hyperactivity disorder (ADHD) is a mental health disorder that includes a combination of persistent problems, such as difficulty paying attention, hyperactivity and impulsive behavior. Adult ADHD can lead to unstable relationships, poor work or school performance, low self-esteem, and other problems.

Anxiety Disorder;	Anxiety is the mind and body's reaction to stressful, dangerous, or unfamiliar situations. It's the sense of uneasiness, distress, or dread you feel before a significant event. The causes of anxiety are not fully understood. Nor are the reasons why anxiety affects some people to the point where it interferes with their lives.
Mild intermittent Asthma	Asthma is a condition in which your airways narrow and swell and may produce extra mucus. This can make breathing difficult and trigger coughing, a whistling sound (wheezing) when you breathe out and shortness of breath.
Myopia and Astigmatism in both eyes	Myopia – A condition in which one can see near objects but cannot see far objects clearly. Astigmatism - Astigmatism occurs when either the front surface of the eye (cornea) or the lens inside the eye has mismatched curves. Instead of having one curve like a round ball, the surface is egg-shaped. This causes blurred vision at all distances.

Health Service Appointments

This program is assigned in the Support Plan or the Support Plan addendum to assist with or coordinate medical, dental or other health service appointments.

Provider: Essentia Health, St. Luke's, Misc.

- Physical and Lab: Semi-annual to annual – Dr. Lusian, Essentia Health, West Duluth
- Dental Exam: Semi-annual to annual – Lake Superior Health Care
- Optical: annually – Dr. Fuch's, Essentia Health Main
- Behavioral Health: As ordered – Essentia Health
- Foot Orthotics: Annually or as ordered – Hanger Orthotics
- Gynecology: Annually – Essentia Health Main
- Endocrinology: Annually – Essentia Health Main
- Misc/other health care appointments needed: St. Luke's Urgent Care St. Luke's Emergency Room; St. Mary's Urgent Care; St. Mary's Emergency Room

Provider: Other

- **Influenza vaccination or other recommended vaccines: (as ordered):** Falk's Pharmacy, Walgreens Pharmacy or Essentia Health

Procedures the Program will Follow to Assist or Coordinate Health Service Appointment

- EBI staff will set up, attend, and transport Esther to all scheduled medical and dental appointments. EBI staff will assist Esther with communicating to her doctor or health care providers and stay with her when she is being seen.
- EBI staff will document in Esther's medical notes and on the chronological/treatment log, if applicable, results of the examination and new or discontinued medication/treatments ordered. EBI staff will physically assist Esther with carrying out orders or recommendations as prescribed.
- Results of appointments will be reported on Esther's written progress reviews. ER visits or appointments considered more serious or that meet reporting guidelines will be reported within 24 hours to the legal guardian(s), as applicable, and case manager. EBI staff will follow incident reporting guidelines per EBI's reporting policy.

MEDICAL EQUIPMENT, DEVICES, AIDS, TECHNOLOGY

This program is assigned in the Support Plan or Support Plan addendum to assist or administer the safe and correct use of any medical equipment, devices, adaptive aids or adaptive technology according to the written instructions of your licensed health professional.

Type of Medical Equipment, Devices, Adaptive Aides, Adaptive Technology Used	Written Instructions from Licensed Health Professional (Insert or attach to this form the written instruction)	Procedures the Program will Follow to Meet These Instructions
Inhaler	2 puffs, every 6 hours as needed for shortness of breath. Triggers by upper respiratory infections or strenuous exercise. Asthma action plan attached.	EBI staff will ensure that Esther carries her inhaler with her when she is away from her home during times of illness or with strenuous exercise. EBI staff will help Esther use her inhaler if it is needed according to instructions. EBI staff will ensure that Esther has a working inhaler and it is up to date.
Epi-pen	1 injection into thigh if stung by a bee. Epi-pen plan attached.	EBI staff will ensure that Esther carries her epi-pen with her when she is away from her home during bee season (late spring, summer, fall). EBI staff will

		help Esther use her epi-pen according to instructions if stung by a bee. EBI staff will ensure that Esther has a working epi-pen and it is up to date.
Eye Glasses	Wear daily to correct vision.	EBI staff schedule, transport, and accompany Esther to annual eye exams. EBI staff will assist Esther with following orders, obtaining new eye glasses, and assist her with needed repairs.
Technology of cell phone, alarms and tablet	NA	EBI staff will assist Esther as needed with cell phone use and tablet use. She is independent with use and may want to use the calendar or alarms on these devices to assist with programming.

Revisions:

- None

EBI, Inc.

625 North 56th Ave West Duluth, MN 55807
218-624-3122

March 1, 2023

Dear Dr. Lusian,

Esther Jacobson is a patient of yours and has the following protocols or orders in place that require your annual review.

- Medication and Administration – EBI to store and administer daily and PRN medications and treatments per written order. Ok for self admin of Epi-Pen, inhaler and previously set up medications in med minder, follow protocols.
- Epi Pen use for bee stings – follow protocol for use, ok to self-administer.
- Albuterol Inhaler for Asthma symptoms – follow protocol for use, ok to self-administer.

Report:

- Adverse reactions – report to physician
 Yes No
- Medication errors – Report to physician or other health care professionals:
 Yes No, unless there are more than 1 error in a 24 hour period of time.
- Medication refusals or difficulties – report to physician or other health care professionals:
 Yes No
- Treatment errors – report to physician or other health care professionals:
 Yes No

Reporting procedures include: *Contacting primary physician or health care professional within 24 hours.*

If you feel changes need to be made, please correct, and fax back to EBI. EBI's fax number is 218-628-1699. If no changes need to be made, please keep this document for your records. If you have any questions or concerns, please feel free to contact me at 218-624-3122

Thank you,

Sarah Hamilton
Designated Manager

EpiPen Protocol

The EpiPen Auto Injector is a disposable, prefilled injection device used during allergic emergencies. It is prescribed by a physician to treat life-threatening allergic reactions from insect stings or bites, foods, drugs, latex, other allergens, exercise, or other causes. The EpiPen contains a single dose of epinephrine which is injected into the outer thigh. The EpiPen is only to be used for the consumer it is prescribed for. The EpiPen must be available to use at all times. This EpiPen must be brought everywhere the consumer goes during bee season (spring, summer, fall).

The EpiPen must be used right away if the consumer has been stung.

Directions for Use:

- Call 911. If no one is available, give the epi-pen first then call 911.
- Remove Epi-Pen from carrier tube by opening the top and sliding it out. Never put thumb/finger over orange tip.
- Grasp the unit with the orange needle tip facing downward.
- Form a fist around unit, orange tip down, and with the other hand, pull the blue safety release.
- Hold orange tip near the person's outer thigh, swing, and firmly push straight in (90 degree angle) against the outer thigh until it clicks. (This will work through clothing)
- Hold firmly against thigh for 10 seconds then remove unit from the thigh and massage injection site for 10 seconds.
- Call 911 if this has not been done yet.

Other Safety Tips:

- EpiPen must be stored in room temperature.
- Examine contents in clear window periodically and replace if the solution becomes discolored or contains solid particles. Solution should be clear.
- EpiPen must be replaced before it expires.
- Always keep in the carrier tube until use.

This protocol was approved by Dr. Lusian and remains approved unless there are changes to the protocol.

1 | Form fist around **EpiPen®** and **PULL OFF BLUE SAFETY CAP.**

2 | **POSITION ORANGE END** about 10cm away from outer mid-thigh*.
* Either clothed, or unclothed, avoiding seams and pocket areas.

3 | **SWING AND JAB ORANGE TIP** into thigh at 90° angle and hold in place for 10 seconds.

4 | **REMOVE EpiPen®** Massage injection site for 10 seconds*.
*After use the orange needle cover automatically extends to cover the injection needle.

Inhaler Protocol

An **inhaler** is a medical device used for delivering medication into the body via the lungs. It is mainly used in the treatment of [asthma](#) and [chronic obstructive pulmonary](#).

Esther Jacobson's Triggers	Upper Respiratory Infections
Able to Self-Administer	Yes
Asthma Action Plan	Yes, see attached

Getting Ready

- Shake the inhaler before each use.
- Take the cap off.
- Look inside the mouthpiece and make sure there is nothing in it.
- If you have not used the inhaler in a while, you may need to prime it (shake it, spray into the air, wait 1 min)
- Breathe out all the way. Try to push out as much air as you can.
- Hold the inhaler with the mouthpiece down. Place your lips around the mouthpiece so that you form a tight seal.

Breathe in Slowly

- As you start to slowly breathe in through your mouth, press down on the inhaler one time.
- Keep breathing in slowly, as deeply as you can.

Hold Your Breath

- If you can, hold your breath as you slowly count to 10. This lets the medicine reach deep into your lungs. Breathe out slowly through your mouth.
- If you are using inhaled, quick-relief medicine (beta-agonists), wait about 1 minute before you take your next puff. You do not need to wait a minute between puffs for other medicines.
- Put the cap back on the mouthpiece and make sure it is firmly closed.
- After using your inhaler, rinse your mouth with water, gargle, and spit. Do not swallow the water. This helps reduce side effects from your medicine.

Keep Your Inhaler Clean

Look at the hole where the medicine sprays out of your inhaler. If you see powder in or around the hole, clean your inhaler.

1. Remove the metal canister from the L-shaped plastic mouthpiece.
2. Rinse only the mouthpiece and cap in warm water.
3. Let them air dry overnight.
4. In the morning, put the canister back inside. Put the cap on.
5. DO NOT rinse any other parts.

Storing Your Inhaler

Store your inhaler at room temperature. It may not work well if it is too cold. The medicine in the canister is under pressure. So make sure you do not get it too hot or puncture it. Bring the inhaler with when exercising or when ill with a respiratory infection.

This protocol was approved by Dr. Lusian and remains approved unless there are changes to the protocol.

How to use an Inhaler



Asthma Action Plan2

Symptom Triggers: upper respiratory infections and exercise

GREEN ZONE

Breathing is easy - Can play, work, and sleep without asthma symptoms

The **GREEN ZONE** means take the following medicine(s) every day.

- Montelukast (Singulair) 1 tablet every evening

Take the following Quick Relief Medication if needed 10-20 minutes before sports, exercise, or any other strenuous activity.

Quick Relief Medications

- Albuterol inhaler (Proventil, Ventolin) 1-2 puffs every 4 to 6 hours as needed

YELLOW ZONE

“Caution” - Wheezing, Coughing, Difficulty breathing, Runny stuffy or congested nose, Cold symptoms

The **YELLOW ZONE** means keep taking your **GREEN ZONE** controller medicine(s) every day and add the following medicines(s) to help keep the asthma symptoms from getting worse.

Add Quick Relief Medications

- Albuterol inhaler (Proventil, Ventolin) 1-2 puffs every 4 to 6 hours as needed and keep taking your GREEN ZONE medicine.

If symptoms fail to improve or continue to worsen after one hour, proceed to the RED ZONE.

RED ZONE

“STOP!”, **“Medical Alert!”** - Flared nostrils, hard breathing, Trouble talking, walking, Medication not helping

The **RED ZONE** means start taking your medicine(s) AND Call Your Provider (Physician/ Nurse Practitioner/Physician Assistant) NOW! Phone: 218-786-3337

Take these medicines until you contact your provider, If your symptoms do not get better and you can't reach your provider, **go to the emergency room or call 911 immediately.**

Call 911 if you observe these symptoms: Gasping for air with sweating, Extreme anxiety due to difficulty breathing, Condition rapidly getting worse

Please call if you have questions about your asthma action plan.

Sincerely,

Shehla A. Kamal, MBBS
ESSENTIA HEALTH-DULUTH CLINIC FIRST STREET INTERNAL MEDICINE
420 East First Street
Duluth MN 55805
Dept: 218-786-3337

HEALTH CARE PROVIDER APPOINTMENT/IMMUNIZATION SCHEDULE –

Name: Esther Jacobson

Date Completed: 3/1/2023

Appointment Type	Frequency	Most Recent Exam	Appt Due	Appt Date	Special Instructions	Provider Contact Information
Physical Exam And Lab	Annual	7/6/2022	July 2023	7/7/2023		Dr. Lusian Essentia Health-West Duluth 4212 Grand Ave Duluth, MN 55807 Tel: 218-786-3500
Lab	Annual or as ordered	2/22/2023	July 2023	7/7/2023	Fasting for lab	Dr. Lusian Essentia Health-West Duluth 4212 Grand Ave Duluth, MN 55807 Tel: 218-786-3500
Dental Exam	Annual or as recommended	1/25/2023	TBD	TBD	Call on Friday AM, one month prior when appt is due	Lake Superior Community Healthcare 4325 Grand Ave Duluth, MN 218-628-7035
Optical Exam	Annual	8/2/2022	August 2023	TBD		Aaron R Busenbark, OD Essentia Health Main Clinic 218-786-3937
Endocrinology	Annual	2/24/2023	February 2024	TBD		Duluth Clinic Main Dr. Franco
Psychiatry	Semi-Annual	11/16/2022	May 2023	5/4/2023		Ricci Bender, MD 502 East Second Street Duluth, MN 55805 218-786-1186
Behavioral Health	Monthly - Quarterly	2/3/2023	May 2023	3/1/2023		Essentia Health West Duluth Clinic Behavioral Health 218-786-3500
Foot Orthotics	Annually	3/9/2022	March 2023	3/8/2023		Hanger orthotics 218-728-4833

Immunization Schedule

This is a list of immunizations that your clinic has on file for you.

- **DTP – Hib combination:** 10/09/1996, 07/30/1996, 05/31/1996
- **DTP/HIB (Tetramune):** 03/29/2000, 06/30/1997, 10/09/1996, 07/30/1996, 05/31/1996
- **DTaP <7 years:** 03/29/2000, 06/30/1997
- **Hepatitis B, Pediatric/adolescent:** 10/09/1996, 05/08/1996, 03/29/1996
- **Hib PRP OMP (PedvaxHib):** 06/30/1997, 10/09/1996, 07/30/1996, 05/31/1996
- **Human Papilloma Virus Quadrivalent:** 09/15/2008, 04/29/2008, 02/28/2008
- **IPV:** 03/29/2000
- **MMR:** 03/29/2000, 03/31/1997
- **OPV (Historic Use Only):** 10/09/1996, 07/30/1996, 05/31/1996
- **Tdap (7 years and older):** 07/05/2018, 02/28/2008
- **Varicella (Varivax):** 02/28/2008, 01/29/2007, 03/31/1997
- **meningococcal MCV4P (Menactra):** 08/13/2012, 02/28/2008
- **Moderna:** 2/5/2021, 3/5/2021, 11/29/2021

One Page Profile -



What people like and admire about me, and what others have said they like about me:

- Hard worker
- Helpful
- Kind and caring
- Friendly
- Loyal
- Smart
- Intellectual, reading and writing a novel

What's important to me:

- My cellphone and tablet, Nintendo Switch
- Having internet and cable
- My independence
- My bus pass
- Money
- Having a job
- Visiting family and my friends
- Having time to relax
- My dog

How to best support me:

- Help me understand things
- Explain things to me
- Help me remember things
- Give me time to myself
- Give me space and privacy
- Let me have time to relax
- Give me time to cool off
- Provide structure and routine, give me advance notice to changes in my schedule.

Person Centered Plan

Person's Name: Esther Jacobson

Date of Review: 3/1/2023

Persons assisting the individual with supporting questions: Lisa Sawyer, Linda Grover,

Instructions:

Review the current PCP plan with the person. Review previous responses, cross out changes, and add new responses to the plan.

Getting to know me:

Tell me a few things that you would want people to know about you:

- I am almost 27 years old, I live with 3 housemates and my dog- My mother passed away in 2020. I have two half siblings, but I do not have much contact with them. I am working on skills to take care of myself better and I don't like being told what to do. I enjoy going in the community to shop, dine out, go on day trips, and attend Bridging Hearts activities. I have a job at Culvers and I like earning a paycheck. I hope to get into a serious relationship someday.

How do you like to spend your free time:

- I like to spend time in my bedroom reading, listening to music, writing stories and being with my dog.

What are some things you are good at:

- Reading, writing

What are some things you are proud of:

- My job, my dog, who I am

Your history:

- I don't like to talk about my history

Your dignity:

- Do not treat me any different than anyone else. Respect my privacy and be nice to me.

Your cultural background:

- You can know that I'm part Native American and Norwegian, but it doesn't change how I want to be supported. That's just my background.

Do you have any religious and/or cultural practices that are important to you?

- No

Who are the people who are closest to you, people you rely on and know you the best (these are people you can hardly imagine living without, examples- family, housemates, caregivers):

- My family, my housemates, my staff.

Semi-Annual Review

No changes

Housing Preference, Where I want to live

Do you like where you live: Yes.

What would you change: Nothing

Do you want to continue to live here or do you want to move? I want to stay where I am.

If you want to move, what kind of help would you like to have: I don't want to move.

Semi-Annual Review:

No Changes

What is important to me and for me?

What is important to you? What matters most to you?

- My Dog
- My dad, my friends
- Bridging Hearts
- My job and earning a paycheck
- Writing stories
- Having help, Decision making
- Shopping
- My phone, tablet, Nintendo switch

How I have a good day, having help with bad days, and my personal preferences:

Describe how you have a good day:

- I have a good day when I can go out in the community to do things that I want to do; When I have time to read and write; When I am in a good mood; When I have money and get out and go shopping; and when I spend time doing something with my friends or my housemates.

Describe how you would have a bad day and how you want help:

- I know that I get moody around once a month. I tend to have bad days during this time. I want staff to help me by have a better attitude and mood during this time. I might need reminders about how I should be.
- I also have a bad day if I get let down, having arguments with others, if I get in trouble at work, being told what to

do, being bothered at undesirable times or in the morning, and family or boyfriend problems.

- Esther agreed that she likes to have support staff give her space initially when she is mad but would also like staff to help her understand how she is feeling and how to move forward and problem solve with situations.

How do you feel about having to make changes to your day/schedule and how can we help you?

- I don't really mind. I want staff to tell me about any changes.

What are your preferences related to:

- **Time you wake up in the morning:** I don't like getting up super early. I enjoy taking time to wake up in the morning and spending some time in my room before I come downstairs and let me dog out.
- **Time you go to bed:** I don't have a specific time, depends if I'm tired.
- **What are your favorite foods:** Pizza, fast food
- **What foods you don't like:** Broccoli
- **What you prefer to do in your day:** Work days, I usually stay in my room until it's time to work. I like to read, listen to music, write, and color. On weekends, I like going to the mall and see friends.
- **What type of community job, if interested, would you like:** I work at Culvers and I want to stay working there. My dream job is to be a published author.
- **During your day, what are your preferences to when you receive support by support staff or others:** I like to ask staff to help me when I need it.
- **What is your preference in how you receive support:** I want staff to explain things to me if I do not understand. I don't like reminders, but I know I need them to do things.
- **What is your preference in who provides you the support:** Staff can help me.
- **What do you want your daily schedule to look like:** Sleep in, relax for a bit, write stories or talk on the phone, visit with my staff or housemates, and go to work in the afternoon. I don't like doing stuff alone, I prefer to do things with staff or friends.
- **What type of setting do you prefer to live in:** I like where I live for now. I am working on skills to be more independent.

Semi-Annual Review:

Esther added that she wants to keep sewing. Esther no longer is interested in bowling.

Esther added that she does not like doing things alone and wants to engage in activities with staff or friends.

What is my Health like and how do I want help

Health

Do you have any health conditions you would like us to know about or how we should help you:

- I have a bee allergy and if I get stung I have to use my Epi Pen. I have asthma and have an inhaler. I have not had to use my inhaler or epi pen since I moved into EBI.
- I take daily medications to stay healthy. I get lazy sometimes and forget about taking my medications. I want staff to help me remember.

Do you have any health goals and how can we help you achieve your goal:

- Not really, but I like to walk and be outside when it is nice out. I want staff to encourage me to walk outdoors when it is nice out.

What is important for you regarding your health and safety?

- It is important that I receive help with my medications and going to the doctor.
- I have a hard time with my mood and I know I need help from my staff with taking my medications, role play and talking through things.

Semi-Annual Review:

No changes

What are your interests and hobbies?

Activities and Goals?

Personal strengths?

Service Outcomes?

What are you interests

- Reading, writing, being with my dog, sewing, and gaming.

What are your hobbies:

- I have started learning how to sew and I like to do that on my free time. I want to make dog clothes.
- I enjoy horseback riding lessons, which I usually do in the spring and summer
- I write a lot and want to be a published author. I like to spend time doing that.

What are activities you would like to try, or an activity that you would like to do again or keep doing?

- I like doing activities with Bridging Hearts.
- I want to keep working on sewing activities, reading, writing stories, and horseback riding.

Is there an activity or skill that you would like to learn or get better at:

- I still want to work on my sewing skills. I want to work on taking care of myself and my dog.

What are some of your strengths, what are you good at:

- Reading and writing stories, horseback riding, speaking up for myself.

What are your goals for service outcomes, what would you like to work on:

- I am working on sewing right now. I want to keep working on that.
- I am working on making sure that I take care of myself and my dog. I want to keep working on that too.
- I want my same goals, I don't want to work on anything new, except I do need to work on keeping my room cleaned.

Semi-Annual Review

Esther wants to work on following a plan to keep her bedroom clean in addition to keeping her prior goals she was working on in the previous six months which included caring for her dog, following a grooming plan, and improving her sewing skills.

Relationships and how can we help you:

Relationships

Do you have any special relationships with anyone:

- I have a special relationship with my two best friends.

What do you like to do with the people that are special to you:

- Spend time with them and talk on the phone.
- I mostly like to shop and go out to eat.

How can we help you with your relationship:

- Sometimes I need rides there.
I don't know, help me make plans

Semi-Annual Review:

During this past reporting period, Esther and her boyfriend have broken up and she is not currently dating anyone at this time. Esther has also stopped visiting with her father every other weekend. Esther has support in place if she would like to receive help with strengthening her relationship with her father or if she would like help with other relationships. Esther has been keeping busy with work and Bridging Hearts activities and has established some new relationships in her life.

Community engagement, employment

What are some things you like doing in the community:

- Shopping, dining out, Bridging Hearts activities.

Employment - Do you work in the community and if so, what do you do:

- Yes, I work at Culvers. I bring food to customers and sometimes to their car. I also **clean the dining room.**

What type of work do you specifically like to do:

- I like Culvers, sometimes I think I would rather do stocking of shelves at a store like Walmart or Target, but I could not lift more than 10 pounds, so if it were too heavy, I would not be interested. I also want to be a published author, earn a living by writing books.

Are you interested in exploring competitive, integrated employment? If you have chosen to look for competitive employment, in what ways would you like to be supported to work in the community?

<ul style="list-style-type: none"> I work in the community and have a job coach.
<p>Semi-Annual Review: Esther added that she likes her job. Her dream job would be a published author. She also said that she would not mind stocking shelves if boxes were under 10 pounds. Esther does not want to change her employment.</p>
<p>We want you to experience as much self-determination as possible! What opportunities would you like to be involved in related to the development and exercise of:</p>
<p>Functional and age-appropriate skills?</p> <ul style="list-style-type: none"> I want to be involved in regular day to day things. I want to be involved in Bridging Hearts activities, Volunteer at animal shelters, and be offered Community Ed activities. I want to work on and getting help with money and household responsibilities and taking care of myself. <p>Decision making and choice?</p> <ul style="list-style-type: none"> I will give input in what I want to do. Don't make decisions for me. Tell me about things. I want to be my own guardian. <p>Personal advocacy?</p> <ul style="list-style-type: none"> I can speak up for myself pretty good. I don't really want to go to meetings/advocacy groups. <p>Communication?</p> <ul style="list-style-type: none"> I don't really need a lot of help with communication. If I need help, I will ask for it.
<p>Semi-Annual Review: Esther became her own guardian this past reporting period.</p>
<p>We want to affirm and protect your civil and legal rights! How would you like your services to be provided in a way that does this?</p>
<ul style="list-style-type: none"> Help me and be respectful of my rights and standing up for my rights.
<p>Semi-annual Review No changes</p>
<p>In what ways do you want to participate in the community and to interact with nondisabled persons in order to develop and maintain your role as a valued community member?</p>
<ul style="list-style-type: none"> I do a lot in the community now. I work at Culvers and work with other community members. I want to volunteer when I have time.
<p>Semi-Annual Review No changes</p>
<p>What opportunities would you like to be provided with to encourage greater self-sufficiency? Include the development of and maintenance of social relationships and natural supports!</p>
<ul style="list-style-type: none"> I want help with problem solving when concerns arise. I want to work on independent living skills, improve hygiene and keeping my room clean. I want to keep seeing my counselor for stress and anxiety to help with my relationships.
<p>Semi-Annual Review No changes</p>
<p>What activities and services can be presented to you which balance between risk and opportunity, to support you in engaging in activities of your own choosing that may otherwise present a risk to your health, safety, or rights?</p>
<ul style="list-style-type: none"> Independent Living Skills with outcomes based supports – Esther wants to learn skills to live on her own someday. EBI will offer regular opportunities with independent living skills and encourage more independence. Esther wants to maintain employment. Esther has difficulty with following recommendations, policies, and having positive communication with job coaches, customers, and managers. Esther is at risk for losing her employment when situations arise - EBI will offer regular support with problem solving, having positive interactions with others, and following employment policies. EBI will encourage Esther to follow through with recommendations and feedback so that she has continued employment opportunities and does not have management and customers upset with her. Decision making – Esther is now her own guardian and wants to make good decisions so that she can maintain her guardianship status and not put herself in a situation where her health or safety would be at risk. EBI will offer regular opportunities for independent decision making and choice, and will encourage Esther to be more involved in decision making. EBI staff will encourage Esther with being more independent with her day to day needs, and advocating for herself more.

Semi-Annual Review

Esther is now her own guardian. Esther no longer has plans to live with her boyfriend. Esther wants to ensure that she gains skills to maintain employment.

Team Review:

Based on the above responses please think about any recommendations that you have for the goals and outcomes for the individual based on their interests, preferences, daily needs, etc.

- Esther says her dog is important to her would like to continue her current goal to let her dog outside more often. Her dog is now 11 years old, Esther feels her dog is still in pretty good health. EBI recommends for Esther to continue working on the skills to take care of her pet.
- Esther feels that her hygiene skills have room for improvement because of struggling with brushing her teeth and hair, even on work days. She would like to continue the goal to complete her hygiene related tasks. EBI recommends for the goal continue as well.
- Esther will continue to work on completing household tasks such as keeping her room clean, and keeping things picked up off the floor.
- Esther is enjoying learning how to sew and wants to keep working on this goal.

Positive Support Strategies and Evaluation

Esther Jacobson

Positive supports are approaches that offer respectful, supportive, and effective ways to help individuals make positive changes in their lives. List the positive support strategies that are incorporated with this person's existing treatment, service, or individual plan:

EBI will regularly use positive support approaches and as situations arise. It has been understood that Esther does well with the following approaches.

- EBI staff will help Esther understand information through general discussion, feedback, problem solving as situations arise, and by role modeling desired behavior.
- Assist Esther with stress management, offer relaxation strategies such as deep breathing, recommend taking a walk, listen to music, encourage talking and problem solving, journaling, coloring, letter writing, encourage a relaxed posture in sitting position, or engaging in chair yoga or exercise.
- Avoid conflict. When Esther is not in agreeance, Esther is known to continue providing her own reasoning. Even if the reasoning is not accurate. Acknowledge Esther and help her feel important and that her feedback is important too. Give suggestions or gentle reminders, but ensure Esther is part of decision making and choice.
- If Esther can be heard being argumentative or rude or demeaning toward others, support should be immediately provided with clear explanations. Use this as a teaching opportunity and role play with Esther through the incident. Teach her how to be sensitive of others, how to be respectful, and how to turn negative into a positive. Provide reasoning and stay positive and encouraging.
- Allow Esther cool down periods if she is upset. Acknowledge Esther's feelings, maintain eye contact, let her know how you can help her. Plan for group meetings to review concerns, act as a mediator if needed.
- Encourage Esther to write about her feelings when she is having a hard time. Ask Esther if she would like to talk with her counselor and help her schedule counseling as needed.
- EBI staff will help Esther be comfortable in her environment by providing her structure and routine, a quiet environment, and ensure that safety measures are in place. When she has questions and concerns, help her work through them and try to provide her with answers.
- EBI staff will ensure that Esther is part of regular choice and decision making and will include Esther on regular discussion and not make decisions for her, unless health and safety is at risk. EBI will review possible consequences and outcomes that may occur with some decision making.
- EBI staff will help Esther have meaningful and positive relationships with others. EBI will help Esther problem solve if needed, offer community engagement where others are present, encourage Esther to keep in contact with her friends and family, and will help Esther engage with others if she is interested.

Enter the dates the positive support strategies were evaluated with the person (must be at least every six months) to ensure they meet the standards in: [Minnesota Rules, part 9544.0030, subparts 1-3.](#)

Date positive support strategies reviewed with the person:

3/1/2023 (every 6 months)

Based on the results of the evaluation, were any changes needed in the positive support strategies used?

3/1/2023 - No

If changes were needed in the positive support strategies used, were appropriate changes made? Yes or No (if no, explain) or N/A

3/1/2023 - NA

ADMISSION FORM AND DATA SHEET

*This form will be updated as at least annually and when changes are made. Dated signatures are obtained at least annually.

Personal Information



Name: Esther Marie Jacobson
Date of birth: 3/28/1996
Date of admission or re-admission: 10/1/2019
Address: 3921 West 4th Street, Duluth, MN 55807
Home telephone number: 218-624-3508
Cell phone number: 218-269-0353
Social Security Number (SSN): 473-31-2385
Employment: Culvers
County of responsibility: St. Louis
Health Care Directive: No
Guardianship type (self, private, public): Own Guardian (10/2022)
Marital status: Single
Email address: estherjacobson450@gmail.com
Language(s) spoken: English
Religious preference:

Gender: Female **Race:** White
Height: 5ft 3in **Weight:** 165
Hair color: Brown **Eye color:** Brown

Distinguishing characteristics/identifying marks:
Long hair, wears glasses

Emergency Contacts
Sarah Hamilton; 218-624-3122; ebihomes@yahoo.com
Linda Grover 218-428-8742

Medical

Current Medications:

- Intuniv (Guanfacine HCL ER) 4mg, once daily, ADHD
- Tolterodine ER (Detrol LA) 2mg, once daily, overactive Bladder
- Montelukast (Singulair) 10mg, once daily, Asthma
- Hydroxyzine HCl (Atarax) 50mg, once daily at bedtime, Insomnia
- Cholecalciferol (Vitamin D) 25 mcg, once daily, vitamin supplement
- Xulane 150-35, Apply to skin weekly X 3 weeks, skip 4th week, birth Control
- Risperidone (Risperdal) 0.5mg, once daily in evening, mood
- Evening Primrose Oil 500mg, 3 tablets a day with food, relieve PMS symptoms
- Fluoxetine (Prozac) 40mg, once daily every morning, mood

Drug allergies to:

- Bee Stings, Ritalin

Diagnoses:

- Hypercalcemia; ADHD; Intellectual Disability; Anxiety Disorder; Mild intermittent Asthma; Myopia and Astigmatism in both eyes

Treatment orders/Protocols:

- Epi Pen 1 injection, inject into thigh if stung by a bee, to treat allergic reaction
- Ventolin HFA Air, 2 puffs, every 6 hours, as needed. For shortness of breath
- Recommendation: Daily exercises to strengthen back, daily walking program was encouraged

Medical supplies

- Disposable Medical Gloves, order 1 box per month, as needed for hygiene cares; Eye Glasses; Epi Pen; Inhaler; Orthotics

Specialized dietary needs:

- Regular Diet

Medical surgical history/procedures:

Complex Cystometrogram (5/2004); EEG Awake/Asleep PC- Normal (1997); Bilateral myringotomy and tubes (1997); Tonsillectomy; Wisdom Tooth Extraction (2022)

Financial and insurance information

Rep Payee: Sarah Hamilton 218-624-3122 625 North 56th Ave West, Duluth, MN 55807 Bank: SCCU Type: SSI Disability	Bank: Affinity Plus (checking and Savings) 1301 Miller Trunk Hwy, Suite 100, Duluth, MN Debit Card: Yes
County of financial responsibility: St. Louis	Health Plan: Special Needs BasicCare delivered through UCare Minnesota; Contact: 888-531-1493 MN Health Care #: 01744608
PMI number: 01744608 Waiver type: DD	Life Insurance Policy or Burial:
Contact Information	
Legal representative	Own Guardian
Emergency contact: Sarah Hamilton Linda Grover	218-624-3122 625 North 56 th Ave West Duluth, MN 55807 218-428-8734 3921 West 4 th street Duluth, MN 55807
Case manager: Desi Williams	218-726-2252 320 W. 2 nd Street Duluth, MN 55802 218-428-9277 (cell)
Financial worker: St. Louis County	218-733-2727 320 W. 2 nd Street Duluth, MN 55802
Residential contact: Linda Grover	218-428-8734 3921 West 4 th street Duluth, MN 55807
Employment – Bethesda Homes – Jeri Anne Culvers (contact Jerri Anne for questions)	914-403-6061 jason_noe@yahoo.com
HEALTH-RELATED CONTACT INFORMATION	
Primary health care professional: Dr. Lusian	218-786-3500 4212 Grand Ave Duluth, MN 55807
Lab: Essentia Health -	218-786-3500 4212 Grand Ave Duluth, MN 55807
OB/GYN: Dr. Lusian – Well Women Visits	218-786-3800 4212 Grand Ave Duluth, MN 55807
Dentist: Lake Superior Community Health	218-722-1497 4325 Grand Ave Duluth, MN 55807
Optometrist/Ophthalmologist: Dr. Fuchs	218-722-8364 400 East 3 rd Street Duluth, MN 55805
Podiatry: Dr. Silvernagel	218-722-8364 400 East 3 rd Street Duluth, MN 55805
Orthotics: Hanger Orthotics	218-728-4833 717 East Central Entrance Duluth, MN
Psychologist – Counseling: Barb Boehm	218-786-1186 502 East 2 nd Street Duluth, MN 55805
Psychiatrist: Dr. Bender	218-786-1186 502 East 2 nd Street Duluth, MN 55805
Endocrinology: Dr. Franco	218-727-8762 502 East 2 nd Street Duluth, MN 55805
Gastroenterology: Dr. Erickson	218-786-8364
Medical Supply: Falk's (gloves)	218-740-2650 221 E 14 th Street, Duluth, MN 55811 fax 740-3443
Primary Pharmacy: Falks Nursing Services	218-740-2650 221 E 14 th Street, Duluth, MN 55811 fax 740-3443
Secondary Pharmacy: Walgreens	218-628-2897 4501 Grand Avenue Duluth, MN 55807
Primary Urgent Care: Essentia Health West	218-786-3336 4212 Grand Avenue Duluth, MN 55807
Secondary Urgent Care: St. Luke's Hospital	218-249-6095 915 East 1st Street, Duluth, MN 55805
Hospital of preference: St. Mary's	218-786-4000 407 East 3 rd Street Duluth, MN 55805
OTHER	
Parents: Bruce Jacobson	Lenox Building - 701 W Superior St, Duluth, MN 55802 Apt 1301 –Dad; (Dad) 218-366-1324
Brother: John	
Sister: Kay Lynn Wong	
Aunt: Lisa	
DTA: Connectability MN	320-253-0765 Gets DTA pass for no charge
Phone: Straight Talk	Walmart Straight Talk

Person served and/or legal representative

Date

Support Plan Addendum Signatures of those reviewing and/or participating in the development of this plan

This plan also serves as the

- Support Plan Addendum
- Desired outcomes,
- Self-Management Assessment and Plan,
- Individual Abuse Prevention Plan,
- Health Needs Assessment plan and protocols,
- Person Center Plan,
- Positive Support Strategies, and
- Data Sheet.

Name	Signature	Title	Date
Esther Jacobson		Person	3/9/2023
		Legal Representative	
Desi Williams		Case Manager	3/9/2023
Sarah Hamilton		Licensed Provider Contact:	3/9/2023
Jeri Anne Noe		Licensed Provider Contact:	3/9/2023
Lisa Sawyer		Other Support Team Member (name and title):	3/9/2023
Linda Grover		Other	3/9/2023
		Other	

Support Plan Addendum Staff Review Sign Off

Date: 4/8/2022

Semi-Annual SUPPORT PLAN Addendum Staff Review

Directions: Review the attached SUPPORT PLAN Addendum plan. Read the entire plan and sign below after your review. During the semi-annual review, the following information was updated in the persons SUPPORT PLAN Addendum:

- SUPPORT PLAN Addendum
- Desired outcomes,
- Self-Management Assessment and Plan,
- Individual Abuse Prevention Plan,
- Health Needs Assessment plan and protocols,
- Person Center Plan,
- Positive Support Strategies, and
- Data Sheet.
- CSP/SUPPORT PLAN

Name	Signature	Date:
Sarah		
Lisa		
Linda		
Amber		
Toni		
Jami		
Jackie		
Jeff		
Erron		
Jen		
Shelley		

Medical Monitoring Equipment Training and Skills Form

(update the form annually)

In order for an agency to place an individual who relies on medical equipment to sustain life or monitor a medical condition that could become life-threatening without proper use of the medical equipment with a foster care provider, the agency must ensure that the foster care provider has received the training to operate such equipment as observed and confirmed by a qualified source, and that the provider:

Qualified source definition.

For purposes of this section, a "qualified source" includes a health care professional or an individual who provides training on such equipment.

Name of Person: Esther Jacobson

Date: 3/6/2023

Name of Equipment: Inhaler

Purpose of Equipment: Treat asthma symptoms

Name of Trainer: Sarah Hamilton, CMA

Duration: 15 min

Staff Initials	Staff Signature	Date trained
Sarah		
Lisa		
Linda		
Amber		
Toni		
Jami		
Jackie		
Jeff		
Erron		
Jen		
Shelley		

Medical Monitoring Equipment Training and Skills Form

(update the form annually)

In order for an agency to place an individual who relies on medical equipment to sustain life or monitor a medical condition that could become life-threatening without proper use of the medical equipment with a foster care provider, the agency must ensure that the foster care provider has received the training to operate such equipment as observed and confirmed by a qualified source, and that the provider:

Qualified source definition.

For purposes of this section, a "qualified source" includes a health care professional or an individual who provides training on such equipment.

Name of Person: Esther Jacobson

Date: 3/6/2023

Name of Equipment: Epi Pen

Purpose of Equipment: Treat allergy symptoms from bees

Name of Trainer: Sarah Hamilton, CMA

Duration: 15 min

Staff Initials	Staff Signature	Date trained
Sarah		
Lisa		
Linda		
Amber		
Toni		
Jami		
Jackie		
Jeff		
Erron		
Jen		
Shelley		