

Support Plan Addendum/Individual Abuse Prevention Plan

Each person receiving services through Lifeworks has a Support Plan Addendum (SPA) and Individual Abuse Prevention Plan (IAPP). These documents are required for anyone receiving a 245D service in Minnesota and are used as guides on how best to support the individual. The two documents are combined into one called “SPA/IAPP”.

As an employee of Lifeworks Services, it is your responsibility to review and acknowledge the person’s SPA/IAPP upon hire, annually, and each time there are changes and/or updates to the document.

If you do not already have the most recent version of the SPA/IAPP please ask the **Authorized Representative** (the person you report to) for a copy to review.

In STAR Services, you must acknowledge that you have reviewed the document and are capable of working with the individual.

The SPA/IAPP contains protected health information about the individual supported and must not be shared with anyone who does not provide supported services for the person.

If you have questions about the SPA/IAPP, please reach out to the Authorized Representative or your Lifeworks Service Coordinator.