

COORDINATED SERVICE AND SUPPORT PLAN (CSSP) ADDENDUM – INTENSIVE SERVICES

Name of person served: Jason Gysbers

Date of development: October 26, 2021

For the annual period from: October 2021 to October 2022

Name and title of person completing the *CSSP Addendum*: Anneliese Robinson, Program Supervisor

Legal representative: Adrian Gysbers

Case manager: Cassandra Linnell, Phoenix Service Corp.

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 *CSSP Addendum*.
- Before providing 45 days of service or within 60 calendar days of service initiation
- Annually, the support team reviews the *CSSP Addendum*.

Services and Supports

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

The scope of services for Jason is Day Support Services and Prevocational Services. PAI works with Jason to develop and implement achievable outcomes based on Jason’s goals and interests. PAI provides supervision, outcome implementation, transportation to community activities, data tracking and daily support related to his health, safety, and well-being as needed by Jason. Jason is enrolled in Employment Services Exploration and will meet with an Employment Specialist once a week to find competitive employment in the community.

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):

Outcome #1: It is important for Jason to participate during class times at PAI. Jason has expressed that cooking classes are important to him as well as joyful. Staff will work with Jason to accommodate weekly cooking classes.

“Jason will choose a class each week that he is willing to attend.”

Outcome #2: Jason has a goal of making more money. Therefore, he wants to start to explore community employment. Jason has expressed interest in attending community outings as well.

“Jason will go off-site and have an experience in the community at least once a month until next review.”

PAI

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

- Jason's utilizes technology already mostly for leisure activities, and has an iPad, iPod, Xbox 1, and phone at home. Jason calls into work if he's ever going to be gone and said he also has a few friends he calls often to chat with. Jason often brings his iPad to work to use in down time.

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:

N/A – None at this time

PAI

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:

- **Allergies:** Jason is allergic to the medication, Kepra. Jason does not take any medications while at PAI. If the need did arise, a staff trained in medication administration would only administer a medication per a signed physician order. Jason's allergy would be indicated in Jason's main file and would be provided to medical personnel as needed.
- **Seizures:** Jason has a seizure protocol which indicates that staff should call 911 in the event of a seizure and should provide first aid as needed and seizure care until help arrives. Staff would notify Jason's residence and guardian. Jason's last recorded seizure was in 2017.
- **Choking:** Staff will provide verbal reminders to Jason to slow down when he is eating as needed.
- **Special Dietary Needs:** Jason is on a doctor prescribed 1800 calorie diet. Jason will prepare and pack his lunches and any snacks from home. If Jason is going on a community outing where food will be purchased, PAI staff will communicate this to Jason's residence ahead of time. Staff will encourage Jason to make healthy food choices and to eat in moderation when applicable.
- **Chronic Medical Conditions:** Jason is prone to blood clots and has a blood clot protocol. If Jason indicates symptoms or if staff notice any signs of a potential blood clots listed on this protocol, staff will call 911 immediately. PAI will notify Jason's residence and guardian. This protocol is in Jason's main file, and is sent with staff on community jobs and outings.
- **Self-Administration of Medication or Treatment Orders:** Jason does not take any medication or treatments while at PAI. If the need did arise, a staff trained in medication administration would administer the medication per a signed physician order. Jason's staff at home help Jason with medication administration.
- **Preventative Screenings; Medical and Dental Appointments:** Jason's residence schedules and attends all medical appointments with Jason. If PAI staff notify any signs or symptoms of concern, staff will report these to Jason's residence who will help Jason follow up with his physician as needed.
- **Community Survival Skills:** Staff will always be with Jason at PAI and in the community. Staff will model safe pedestrian skills and stranger safety and remind Jason to follow these as needed. Staff carry Jason's seizure and blood clot protocol with on community outings as well as basic health and ID information and listed on Jason's PAI face sheet to provide emergency personnel in the event of an emergency.
- **Sensory Disabilities:** When at PAI, staff will encourage Jason to wear his glasses and hearing aids if he brings them with. PAI will report any noted changes in hearing and sight to Jason's residence, who will help Jason follow up with his physician as needed.
- **Water Safety Skills:** Swimming is not offered as part of programming at PAI. If Jason participates in an activity around a large body of water (ex. lake, on a pontoon) staff will stay with Jason the duration of the event and remind Jason to wear a life jacket.
- **Physical/Verbal Aggression:** Jason can become verbally and physically aggressive to others when upset, though this has not happened since 2016. If Jason were to become aggressive, staff would position themselves between Jason, and the person he is being aggressive towards. Staff will verbally redirect him to another area. If Jason is choosing not to leave the area, staff will assist the other person to another area. Once the area is quiet, and Jason has had some time to process, allow him time to talk with staff.
- **Person-Centered Information:**
 - Important to:** playing video games, making a paycheck, talking to friends.
 - Important for:** following a healthy diet and having opportunities to work.

A **good day** for Jason would be when he wakes up feeling well and catches his bus to work. Jason would be fairly social with others and participate in class and work.

PAI

A **bad day** for Jason when Jason wakes up with a stomach ache and doesn't want to come to work. Jason would call in and then stay at home to play video games. If Jason did come to PAI, he wouldn't want to participate in work or class and would instead want to isolate and play on his iPad.

Jason **likes** playing video games, going shopping, watching movies, and making money.

Jason **dislikes** being ordered around, following his diet, people who yell and are mean.

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**:

- Jason has control over his schedule by choosing where he would like to go on community outings, which classes he would like to participate in and which on-site jobs he would like to work on.
- Jason wants to be included in making decisions that affect him.
- Jason prefers that staff are helpful and supportive in making important decisions.
- Jason prefers to spend time around people who are positive.
- Jason prefers to have some alone time to himself at home to hang out in his room.
- When working, Jason prefers to either listen to music or watch a movie on his iPad while working.
- Jason prefers working on simple jobs with minimal steps.

Is the current service setting the **most integrated setting available and appropriate** for the person?

Yes No

If no, please describe what action will be taken to address this:

N/A

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

- **During normal operations:** PAI offers a large variety of leisure and skill building classes at PAI that Jason can choose to participate in. Jason will be given a list of the classes available quarterly and Jason's lead will walk Jason through the different options available and help Jason pick classes that fit his interests, preferences, or skills he would like to work on. Jason chooses which outcomes he would like to work on at PAI.

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

- PAI generally offers community outings on a daily basis to several community locations. Jason is given the opportunity to choose which activities he would like to participate in by choosing about 1-2 locations a month that interest him. PAI also offers volunteer opportunities off-site. Other opportunities are offered on-site at PAI with community members, such as pet or music therapy.

PAI

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

- Jason is encouraged to communicate and associate with those of his choosing on-site at PAI and when in the community. When appropriate, staff will introduce Jason to important members of the community (a tour guide at a museum, a volunteer coordinator at a volunteer site, etc.). Jason can take classes, go on outings, work, and eat lunch with those of his choosing (at his table, or the same room) when available.

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

- PAI offers employment services to anyone interesting in finding employment in the community. Jason is enrolled in Employment Services Exploration and will be meeting with an Employment Specialist weekly to find competitive employment in the community.

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?

- Jason's residence, Guardian, PAI staff and case manager exchange information as it relates to Jason's services and cares. Meetings and reports are shared with Jason's team. Jason's team works together to ensure continuity of care. In-person conversations, phone calls, emails and faxes may be used to discuss current information.
- Guardian, Adrian Gysbers, advocates on Jason's behalf and makes legal decisions for Jason.
- PAI will provide Jason with employment opportunities onsite and help Jason work on vocational training and skill building. PAI will communicate any health and medical concerns to Jason's residence.
- Jason's residence ensures Jason has personal assistance at home, medical care, and cognitive and behavioral support.

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:

Lauren Specht, Program Administrator, Meridian Services
P: 763-458-5799
Email: lspecht@meridiansvs.com

Cassandra Linnell, Case Manager, Phoenix Service Corp.
P: 651-279-3008
Email: clinnell@phoenixservicecorp.org

Adrian Gysbers, Guardian
P: 651-399-8201
Email: ajgybers@gmail.com

Anneliese Robinson, Program Supervisor, PAI
P: 651-747-8101
Email: arobinson@paimn.org

PAI

The person currently receives services in (check as applicable): community setting controlled by a provider (residential) community setting controlled by a provider (day services) NA

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 or for transitioning from day services to an employment service: Jason is not interested in community employment at this time and is happy with the services provided on-site at PAI. If Jason and his team determine that Jason would like to transition to community employment, Jason can enroll in employment services anytime.

Describe any further research or education that must be completed before a decision regarding this transition can be made: N/A- none needed at this time.

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:
N/A

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) will be restricted: N/A

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

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

Yes No

If yes, address any concerns or limitations:

N/A

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.

Health Needs

PAI

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."

N/A

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: **N/A**

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

If the license holder is assigned responsibility for medication set up, assistance or medication administration, the license holder will provide that support according to procedures listed here as applicable:

Medication set up: N/A

Medication assistance: N/A

Medication administration: N/A

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:

N/A

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

3. 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:

N/A

Permitted Actions

PAI

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: N/A
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: N/A
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: N/A
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: If Jason were to become verbally or physically aggressive, which has not happened since 2016, staff would position their body between Jason and person. If Jason attempted to hit staff, staff would block Jason's hits.
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: N/A
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: N/A
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: Jason is likely to appropriately evacuate himself, however, if Jason does not do so independently in the event of an emergency where imminent risk of harm is present, staff will assist Jason in safely evacuating the building in the least restrictive manner possible.
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: N/A
9. Is positive verbal correction specifically focused on the behavior being addressed?
 Yes No If yes, explain how it will be used: N/A
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: N/A
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: N/A

Staff Information

PAI

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: N/A

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

Frequency Assessments

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