

PHYXIUS[®] DESIGNATED COORDINATOR CERTIFICATION

Requirements: Must have at least 1 of the numbered criteria below. √ indicates your qualifying criteria.

- (1) a baccalaureate degree in a field related to human services, and one year of full-time work experience providing direct care services to persons with disabilities or persons age 65 and older;
- (2) an associate degree in a field related to human services, and two years of full-time work experience providing direct care services to persons with disabilities or persons age 65 and older;
- (3) a diploma in a field related to human services from an accredited postsecondary institution and three years of full-time work experience providing direct care services to persons with disabilities or persons age 65 and older; or
- √ (4) a minimum of 50 hours of education and training related to human services and disabilities; **and**
- √ (5) four years of full-time work experience providing direct care services to persons with disabilities or persons age 65 and older under the supervision of a staff person who meets the qualifications identified in clauses (1) to (3).

Amber was hired on 8/8/2017. She began full-time work when promoted to a Specialist on 11/1/2017. She qualified to become a DC on 11/1/2021. Amber Young took the STAR course “Designated Coordinator Qualifications and Job Duties” on 3/2/22. Amber Young also trained with Designated Manager, Amber Jacobson, on 3/17/22 and 3/23/22 on DC responsibilities. Today, we are assuring she is willing and able to perform the responsibilities listed below.

Responsibilities:

The Designated Coordinator is responsible for the delivery and evaluation of services provided by the license holder including the provision of supervision, support, and evaluation of activities that include:

- Oversight of the license holder’s responsibilities assigned in each person’s *Coordinated Service and Support Plan* and *Coordinated Service and Support Plan Addendum*.
- Taking the action necessary to facilitate the accomplishment of the outcomes according to 245D.07.
- Instruction and assistance to staff implementing the *Coordinated Service and Support Plan* and service outcomes, including direct observation of service delivery sufficient to assess staff competency (the DC may delegate the direct observation and competency assessment of service delivery activities of direct support staff to an individual whom the DC has previously deemed competent in those activities).
- Evaluation of the effectiveness of service delivery, methodologies, and progress on each person’s outcomes based on the measurable and observable criteria for identifying when the desired outcome has been achieved according to 245D.07

DC Print Name

Director/DM Print Name

Amber Young

Amber Jacobson

DC Signature


Amber Young (Mar 29, 2022 16:43 CST)

Director/DM Signature



Date

3/30/2022

Amber Young Phyxius DC Letter

Final Audit Report

2022-03-29

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