

Family and Individual Consultation and Support (FICS)

Definition

Support and Consultation provided to individuals and/or their families to assist them in directing their own plans of individual support. This service may be self-directed.

Examples

- Assistance with managing the Individual Budget;
- Support with and training on how to hire, manage and train staff;
- Assistance with negotiating service rates with Vendor agencies.
- Accessing community activities and services including helping the individual and family with day-to-day coordination of approved services;
- Developing an emergency back-up plan;
- Self-advocacy training;
- Assistance with developing a circle of support.

Service Settings

This service may only be delivered in the individual's home, meeting locations or in the community as described in the Individual Plan.

General Service Limitations

Qualified Vendor cannot be a direct provider of services for the individual. This service is limited to those who direct their own supports. Individual support person may participate in emergency back up plan. Cannot be a guardian of the person or an immediate relative (mother, father, sibling).

Service Utilization

Utilization will vary in intensity depending upon the stage of the implementation of the Individual Plan.

Provider Requirements

Prior to Employment:

- 21 yrs of age
- Criminal background check
- Abuse Registry check
- Demonstrated ability, experience and/or education to assist the individual and/or family in the specific areas of support as described by the circle in the Individual Plan.
- Five years experience in working with people with mental retardation involving participation in an interdisciplinary team process and the development, review and/or implementation of elements in an individual's plan of care.
- One year of the experience must have involved supervision of direct care staff in OR responsibility for developing, implementing and evaluating individualized supports for people with mental retardation in the areas of behavior, education or rehabilitation.

Substitutions Allowed: College training in programs related to supporting people with disabilities (social service, education, psychology, rehabilitation, etc.) may be substituted for the experience on the basis of 15 semester hours equaling one-half year of experience to a maximum of four years.

- Demonstrate competence in knowledge of DDS policies and procedures: abuse/neglect; incident reporting; human rights and confidentiality; handling fire and other emergencies, prevention of sexual abuse; knowledge of approved and prohibited physical management techniques;
- Demonstrate understanding of the role of the service, of advocacy, person-centered planning, and community services;
- Demonstrate understanding of individual budgets and DDS fiscal management policies.

Unit of Service and Method of Payment Qualified Vendor

Hourly Fee

The basis of payment for services is an hourly unit of direct service time. Billing should be rounded to the nearest hour.

Qualified Vendor Rate for Services

See Rate Table

Self-directed: Negotiated Rate. Prior approval must be obtained from the DDS to exceed published waiver rate (Procedure: I.C.2.PR 009). Allowable costs are based on *The Department of Developmental Services Individual Support Agreements Accounting and Reporting Requirements (COST STANDARDS) 4/29/04.*