



Specialized Habilitation Services Provider

The Contractor shall provide the services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

a. Specialized Habilitation services must promote inclusion in the community and be individualized to the Client participant. Supports shall be provided with the intent of reaching a habilitative goal identified in the PCSP and in compliance with the Specialized Habilitation Policy.

b. The Contractor shall provide support to address up to three goals under one (1) or more of the following Specialized Habilitation domains as authorized by DDA:

(1) Self-Empowerment. Support to increase self-esteem, confidence and develop skills to achieve personal development goals.

(2) Safety Awareness and Self-Advocacy. Support to increase safety awareness and effectively express desires or needs.

(3) Interpersonal Effectiveness and Effective Social Communication. Support to learn and develop social skills used to build and maintain friendships or increase acceptance in the community or at home.

(4) Coping Strategies Regarding Everyday Life Challenges. Support to improve problem solving skills and reduce stress associated with unexpected or unavoidable situations.

(5) Managing Daily Tasks and Acquiring Adaptive Skills. Support to develop the skills necessary to reside successfully and increase independence in the home and community.

c. Deliver services and supports in community-based settings, which enable an individual to attain the

maximum functioning level or to be supported in such a manner that allows an individual to gain

an increased level of self-sufficiency. For PASRR clients only, some services may be provided in a skilled nursing facility.

d. Update the Specialized Habilitation Plan goals with input from the client annually or more often if needed or when requested by the client or DDA.

e. Initiate a referral to a physician, mental health professional or other appropriate resource if a client presents with a potential underlying medical, mental health, or educational support needs.

5. Initial Specialized Habilitation Plan. Contractor will develop and implement a written Specialized Habilitation Plan for each client that includes, at a minimum, the following:

a. Specific measurable, observable, time-limited goals and objectives (no more than three at a time);



- b. Specialized Habilitation service and subcategory being targeted, including the proposed frequency and duration of service and methods to be used;
- c. Treatment strategies to achieve the goal;
- d. A description of how Client progress toward goals will be assessed or measured;
- e. Goal completion criteria stated in objective, measurable terms; and
- f. Client signature indicating participation in plan development.

Contractor shall submit the initial Specialized Habilitation Plan to the DDA Case Resource Manager (CRM) within thirty (30) days of service being authorized by DDA.

6. Quarterly Reports. Specialized Habilitation Plan quarterly reports shall be submitted every ninety (90) days and must include the following:

a. Specialized Habilitation Plan SMART Goals and Objectives:

- (1) Specific - what to achieve, how to achieve, why to set the goal.
- (2) Measurable - focus on the amount, frequency or timeline.
- (3) Attainable - within reach and not too difficult to achieve.
- (4) Relevant based on input from the client and related to needs identified in the PCSP.
- (5) Timely - be realistic to help measure progress and keep focused on the development of the individual.

b. Current treatment strategies;

c. Summary of the clients progress towards achieving their habilitative goals and objectives in measurable terms;

d. Specific service dates and times during the previous 90 days;

e. The number of fifteen (15) minute units of service provided by specific Specialized Habilitation service for each month of the reporting period;

f. Documentation of all mandatory referrals to the client and or legal representative or other appropriate person if the client presents with potential underlying medical, mental health, or educational support needs; and

g. Provide quarterly reports regarding progress toward Specialized Habilitation Plan goals to the DDA CRM every ninety (90) days from the date of the initial Specialized Habilitation Plan, or more frequently if requested by DDA.



Qualifications

The Employee must be a

- Life Skills Coach with current and valid certification,
- Bachelor's, Master's, or Doctoral degree in the field of psychology, sociology, social work, education, child development, gerontology, recreational therapy, nursing, or other related field approved in advance by DDA,
- University internship program for psychology, sociology, social work, education, child development, gerontology, recreational therapy, or nursing and be supervised by the University's internship program.
- The Contractor must have a minimum of 1-year experience.

Wages 45.00-50.00 hourly.