



POLICY: AD-I-13
DEPARTMENT: Administration
CATEGORY: General
EFFECTIVE DATE: April 2017
SUPERCEEDS VERSION DATED: N/A
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Policy & Procedure Manual

**GENERAL OPERATING GUIDELINES FOR CPS AND SIL
PROGRAMS – AD-I-13**

POLICY:

Community Participation Supports (CPS) and Supported Independent Living (SIL) programs will follow existing and relevant OPTIONS northwest policies and procedures.

In order to promote individualization and respect the person centered planning process, any deviations from following these policies will be done so to respect the wishes of an individual and will be explained and clearly documented in the Individual Support Plan (ISP.)

Over time and with thoughtful evaluation, policies being utilized by CPS and SIL will be amended or newly created in order to better reflect the needs of Community Programs offered by OPTIONS northwest.

PURPOSE:

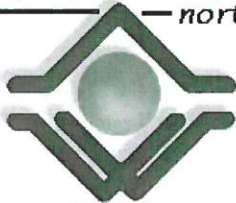
OPTIONS northwest is committed to offering a menu of services to individuals beyond the traditional group living model in a consistent yet individualized manner. To meet legislation under SSIPDA I Reg. 299/10, existing policies at OPTIONS northwest will act as a foundation to our new programs.

To ensure agency programs are designed to support OPTIONS northwest Vision, Mission and Philosophy.

DEFINITIONS:

Community Participation Supports (CPS)

Community Participation Supports offer opportunities for adults 18 and over to engage in community involvement, skills development, employment, volunteer opportunities and recreational activities.



Supported Independent Living Program (SIL)

People receiving support in this program have the ability to live independently; but require regular support. Support hours will vary from person to person based on their individual need. People often request support in the following areas; housing, life skills/activities of daily living, financial support, health care, networking/social, employment and case management.

PROCEDURE:

1. CPS and SIL will follow existing OPTIONS northwest policies to ensure that Community Programs meet MCSS Compliance Indicators.
2. Any deviations from the required policies will be clearly documented and explained in the individual's Individual Support Plan.
3. Development of new policies or modifications to existing policies for Community Programs will follow Policy AD-IV-1.

RECOMMENDED BY: Manager of Community Engagement and Manager of Personalized Living Services

APPENDICES: 0

OPERATIONAL ACCOUNTABILITY: Administration, PSS Admin, PSS, CRT, Finance and Human Resources

ORIGINAL POLICY DATE: September 2017

AUTHORIZED BY: Executive Director

SIGNATURE: _____