

**Home and Community-Based Services (HCBS) Rules  
CONCEPT FORM**

**Enclosure C**

Vendor name	UCP of Sacramento and Northern California
Vendor number(s)	H09818; H07883; H10371; HA0867; HA0868; H09668; H09371; HA0491; PA1935; H24186
Primary regional center	Alta California Regional Center
Service type(s)	Adult Day Program
Service code(s)	510
Number of consumers currently serving	300
Please describe your person-centered approach <sup>1</sup> in the concept development process; how did you involve the individuals for whom you provide services?	Many of our clients are non-verbal and/or have limited verbal skills. Giving them the tools and training to communicate their preferences and choices would enhance their opportunities for success. After conducting many ISP's and realizing that our clients are not a truly active participant in their meetings and rely heavily on others to interpret decisions for them. With introducing alternative methods to communicate and train staff in how to use would give them an opportunity to make decisions for themselves. For the past 2 years, UCP has worked closely with our UCP Advocacy Committee in incorporating communication skills and other strategies to better serve clients.
Does the concept address unmet service needs or service disparities? If so, how?	By allowing our clients to actively participate in their person centered plan will empower them to make decisions in regards to wants and needs, likes, dislikes and personal choices.
Barriers to compliance with the HCBS rules and/or project implementation	UCP has determined we need to improve our overall person centered planning process across all our programs, with a specific focus on individuals who are non-verbal or who have limited communication skills to meet federal requirements 3, 4 and 5. Currently 62% of UCP's day program clients, or 172 individuals are non-verbal or have limited communication skills. Due to the population that UCP day programs serve, many do not have the opportunity or means to communicate appropriately and cannot adequately participate in person centered planning processes. Many of our clients rely upon others to interpret decisions for them. With the implementation of speech devices, individual assessment and staff training this grant would empower our clients to be more involved in their lives and be heard.
Narrative/description of the project. Identify	Currently 62% clients are reliant upon others to interpret decisions and choices for them, limiting our ability to show compliance for

<sup>1</sup> A person-centered approach emphasizes what is important to the individual who receives services and focuses on personal preferences, satisfaction, and choice of supports in accessing the full benefits of community living. For more information regarding person-centered practices, please visit <http://www.nasddds.org/resource-library/person-centered-practices/>

<p>which HCBS federal requirements are currently out of compliance; include justification for funding request</p>	<p>Federal Requirements 3, 4 &amp; 5. UCP’s project includes funding improve UCP’s person centered planning process, procedures, and tools with a specific focus on our clients with limited communication skills. UCP’s plan includes funds for the following:</p> <ul style="list-style-type: none"> <li>• A new Person Centered Planning Coordinator position to review UCP’s existing processes and implement new strategies to improve person centered planning across all of UCP’s adult day programs. Responsibilities will also include training for staff on new person centered planning processes, tools and techniques for staff to best assist clients.</li> <li>• A Consultation budget for Communication Technology Education Center (CTEC), or a similar outside communication/technology consultant, to provide up to two hours of client assessment and training for clients with specialized communication needs.</li> <li>• Hardware budget to purchase assisted communication technology that includes low tech hardware (one-touch switches, Go-Talks, etc.), mid-to-high tech (Dynabox, tablets, etc.) and other resources such as picture exchange boards.</li> <li>• Training materials and resources for staff and clients on person centered planning.</li> <li>• Software to assist in implementing a more thorough person centered planning process and track client choice and activities in real time to demonstrate compliance with federal requirements.</li> <li>• Identify and train 2-3 key staff members as person centered planning specialists at each program to learn specifics of programming and creating icons/communication boards for site and community</li> </ul>
<p>Estimated budget; identify all major costs and benchmarks — attachments are acceptable</p>	<p>Total Budget for all 10 programs: \$227,000. This includes:</p> <ul style="list-style-type: none"> <li>• \$73,800 for new Person Centered Planning Coordinator Position (includes FT salary and benefit costs).</li> <li>• \$51,600 for 172 individual client communication need assessments from outside communication consultants.</li> <li>• \$51,600 for 172 individual client communication devices/hardware.</li> <li>• \$35,000 for software to assist in person-centered planning process and client choice.</li> <li>• \$22,700 for other administrative, program, or material costs (10% allocation).</li> </ul>

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Requested funding for 2017-18	\$227,000
Estimated timeline for the project	12 Months