

Initial Process for Supports Coordinator (SC)



A deaf individual enrolled in the Consolidated Waiver is added to the Supports Coordinator's (SC) caseload...now what?

The SC checks the Harry M. indicator in the demographic screen in HCSIS

The SC logs in and watches the ODP Deaf Services Overview training found under Deaf Services - Harry M. on MyODP

Temple is alerted of the new individual and contacts the SC to schedule the assessment

If the individual declines the assessment, the Harry M. indicator remains checked and the assessment is discussed at the Individual Support Plan (ISP) meeting annually

If the individual accepts the assessment, Temple sends a confirmation e-mail to the team once a date is chosen and a checklist of requested additional documents to the SC, see document list below.

Assessment is conducted, and the assessor submits the draft of the Communication Assessment Report (CAR) to Temple

Deaf Services Coordinator (DSC) approves the CAR and mails out a copy of it to the individual, Supports Coordination Organization (SCO), and Administrative Entity

The SC holds an ISP team meeting (within 60 days of receipt of the CAR) to discuss the CAR recommendations and enter them into the ISP, as well as come up with an action plan to implement the recommendations

DSC reviews ISP to ensure it reflects the CAR recommendations

If you have questions about the process, please contact RA-ODPDeafServices@pa.gov

Document list:

- Audiological evaluations (within the last 5 years)
- Ophthalmological/optometry evaluations (within the last 5 years)
- Lifetime medical history
- Behavior Support Plan or SEEP (if individual has psychiatric diagnosis)
- Educational history
- Residential history
- 3 items/activities that are highly motivating to the individual
- Information on how you communicate with the individual during visits
- Assessment location internet access

