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Life Patterns Lowdown

WHAT IS SELF-DIRECTION?

"Self-Direction" is a tool that supports an individual with being able to make decisions about the services they receive and who provides those services. The individual "Self-Directing" is responsible for hiring, training, setting the schedule, developing a job description, dismissing a Direct Support Worker, and notifying their FMS provider of any staff changes. Self-Direction puts an emphasis on the individual, as they know what is best for his/her needs and how to address them. Some Self-Direction individuals need assistance in directing their services, which is generally a responsible family member, guardian, or DPOA.

COVID-19 Info and Updates

We hope all of our families are doing well and staying healthy! For the time being, please continue emailing, faxing, or mailing paperwork to our offices, as we are not accepting walk-ins at this time.

As for the Exceptions that were granted by Kansas during this pandemic, the State has not set an end date for the exceptions. Once we have heard from the State about an end date, we will try to let everyone know. We will also put the information on our website.

Kansas is now in Phase 2 of its Plan to Reopen Kansas! See info below or visit online to view the full [Plan to Reopen Kansas](#).

PHASE TWO

BEGINS MAY 22, 2020 AS DIRECTED BY EXECUTIVE ORDER 20-34

<p style="text-align: center;"> CATHERINGS</p> <ul style="list-style-type: none"> • Mass gatherings of no more than 15 individuals allowed. 	<p style="text-align: center;"> INDIVIDUALS</p> <ul style="list-style-type: none"> • Masks are strongly encouraged in public settings. • Maintain 6 foot social distance. 	<p style="text-align: center;"> EMPLOYERS</p> <ul style="list-style-type: none"> • Telework is strongly encouraged when possible. • Any employee exhibiting symptoms should be required to stay home. 	<p style="text-align: center;"> TRAVEL</p> <ul style="list-style-type: none"> • Minimize or avoid nonessential travel. • Follow KDHE travel and quarantine guidelines for travel to high-risk areas.
<p>✗ ACTIVITIES & ESTABLISHMENTS NOT ALLOWED TO OPEN</p> <ul style="list-style-type: none"> • Large entertainment venues with capacity of 2,000+ • Fairs, festivals, and parades • Summer camps • Hot tubs, swimming pools • Bars and nightclubs excluding already operating curbside and outdoor service 	<p>✓ ESTABLISHMENTS ALLOWED TO OPEN</p> <ul style="list-style-type: none"> • Outdoor recreation if compliant with guidelines approved by the KDHE • Indoor leisure spaces 	<p>✓ EDUCATION, ACTIVITIES, & VENUES ALLOWED TO OPERATE</p> <ul style="list-style-type: none"> • Childcare facilities • Libraries • Community centers • Organized sports facilities, tournaments, and practices with some exceptions 	

ADAPTED FROM A PLAN TO REOPEN KANSAS | MAY 19, 2020
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****Life Patterns has masks available at both offices. For the families who are using Life Patterns, or workers who are currently working through Life Patterns, you can call our office and we will mail some masks to you. It is first come first serve as currently we have a limited amount.****

Viewing AuthentiCare Hours

If you are the Employer or Designated Representative, you have access to log into AuthentiCare to view your workers hours, look for missing clock ins/outs, view monthly authorized hours, check remaining hours for the month, run reports for the past and present, etc.

Call your Life Patterns office, or email Anna at the Montezuma office (anna@lifepatternsks.org) or Sarah at the Topeka office (sarah@lifepatternsks.org) to set you up.

AuthentiCare 2.0 Mobile App for Employees

If you haven't heard, workers have the option to clock in/out using their own mobile device with the **AuthentiCare 2.0** mobile app.

Some of the app features include:

- ◇ **Recording check ins/outs without internet service** - As long as you're logged into the app, even if you're in a dead zone (don't have service), it will store your check in/out times until you enter a location that has internet service. Once that occurs, all check in/out data is then pushed to AuthentiCare and your times should be recorded correctly.
- ◇ **You will have access to a calendar** - The calendar lets you view any visits you have already completed in the past AND/OR pending clock ins/outs for your current shift.
- ◇ **If you miss a check-in or out time, you can do what's called a FORCED CHECK-OUT** - The app will capture the time and location of the check-out, and a correction will need to be made by your Employer within 48 hours.
- ◇ **The system will ALWAYS register the location in which the worker clocks in and out** - Workers should **not** clock in until they are with the member, and they should clock out right when their shift is over. If a worker clocks out late, the employer needs to submit an edit within 48 hours. We will be monitoring the locations, and will make contact with the member if we have questions.

If you are interested in trying the AuthentiCare app, go to our website, www.lifepatternsks.org. There is a link at the bottom of our homepage for workers to request access!

***Don't forget, if you get a new phone you will need to send us the new phone's Device ID number. Each phone has it's own unique Device ID, so the app will not work on your phone if we don't have the correct Device ID in the system.

Life Patterns will be closed on
Monday, May 25th for Memorial Day.