

CHALLENGING BEHAVIORS PROCEDURE

ACTIONS	Provider	Individual Receiving Services	Residential Program Director	Program Manager	Comments
1. Coordinate assessment of Comprehensive Life Review with the Interdisciplinary Team (IDT)			X	X	
2. Ensure IDT evaluates the Comprehensive Life Review and recommends actions for inclusion in the SP and/or ISSP prior to implementation of any restrictive procedures	X	X	X	X	
3. When an individual needs assistance with a challenging behavior: A. Individualized Plan (IP)-are services meeting needs and addressing behavior(s) with a positive approach? B. ISSP-does it focus on the challenging behavior and include non-restrictive supports? C. Safety Control Procedure-are any in place? Are they adequate for the safety of the individual and others?					
4. Make necessary adjustments to the plan			X	X	
5. If any issues in the Comprehensive Live Review cannot be addressed by the IDT: Request that documentation of the issue be included in the SP			X	X	

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6. Coordinate with NMCS Resource Coordinator to ensure the NMCS Executive Director is notified of issues and potential effect on the individual			X	X	
7. Prior to the use of any restrictive procedures: Complete a Comprehensive Life Review of the person's life situation, which is targeted for change	X	X	X	X	
8. Compete a Functional Analysis	X	X	X	X	
9. Prepare an Individual Service and Support Plan (ISSP) that explains the use of any restrictive procedure and includes all pertinent information			X	X	
10 Obtain informed consent for the use of an ISSP with a restrictive procedure from the individual receiving services or guardian			X	X	
11 Ensure that all ISSP's with a restrictive procedure, safety control procedure or use of psychotropic medications is reviewed by the Human Rights Committee (HRC). IDT review every 6 months.			X	X	
12 Ensure that all persons who are responsible for the implementation of an ISSP with a restrictive procedure have received training on the specific methods and techniques being used			X	X	