

ROLES OF SERVICE PROVIDERS



TARGETED SERVICE COORDINATOR

- Develops Individual Support Plan (ISP)
- Makes referrals and links participant to needed resources
- Monitors services and supports listed on ISP
- Assures participant satisfaction with services on ISP
- Creates addendum's to ISP as needed
- Holds face to face meeting with participant at least every 90 days
- Is available to assist during a crisis

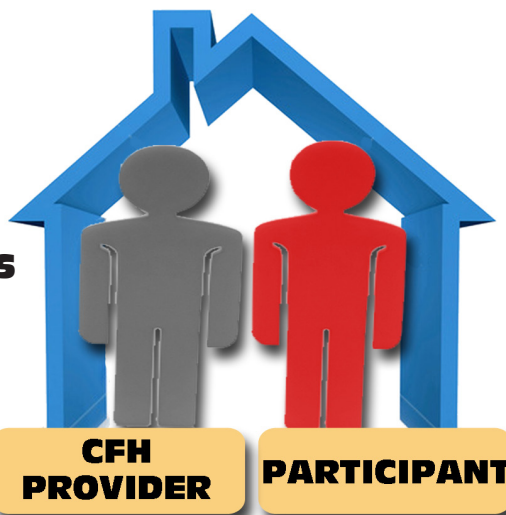
CPI PROGRAM COORDINATOR

- Creates new Program Implementation Plans (PIP's)
- Writes Home Alone/Safety Plans and Behavior Plans
- Conducts an Annual Site visit with CFH provider and participant
- Completes an Annual Satisfaction Survey with participant
- Provides initial orientation training for new providers
- Provides skill training to CFH provider on PIP's
- Completes Provider Status Reviews
- Conducts an Annual Site visit with CFH provider and participant
- Reviews PIP's on at least a quarterly basis
- Modifies PIP's as needed



OTHER SUPPORTS AND DEVELOPMENTAL DISABILITIES AGENCIES

- Family
- Friends
- Church



CFH INSPECTOR

- Provides CFH initial orientation training
- Provides Medication Training classes
- Inspects CFH for initial inspection
- Completes annual site visit for re-inspection
- Reviews all CFH records including:
 - Financial and medication records
 - Required binder information



CERTIFIED FAMILY HOME PROVIDER

- Provides assistance with Medications
- Accounts for participant finances
- Attends participant ISP meeting
- Provides assistance to participant during crisis
- Assists participant with medical appointments
- Provides transportation
- Collects Data on formal programs
- Maintains CFH file and all documents
- Completes 8 hours of annual training

Supports and services provided to the Participant

Supports and services provided to the CFH Provider