

Capture Developmental and Community Supports Individual Support Plan (ISP) Overview

The Individual Support Plan (ISP) is a document that is authored by the DHHS-DD Services Coordinator (SC). The SC uses information that is collected from the participant's team to develop a thorough look in to the participant's abilities, wants, needs, aspirations, medical conditions, diagnosis and supports that are important to the participant.

The habilitative programs that Capture staff implement with the participants are built around the wants and needs of the participant. The tasks that are developed are specific to the participant's desired goals and outcomes for the program. Capture uses a prompting system along with detailed documentation and notes to measure progress for the participant's program.

When recording in the program the staff should be mindful about using only factual information. This is a time when staff should use only factual information to guide their outcomes and documentation. I.e... (Sue appeared to be happy about making her own appointment as evidenced by her smiling and stating that she liked speaking to the office and being responsible.) (Pat appeared to be upset as evidenced by him frowning and raising his voice while talking.) etc.... Recording in the program should be specific to the habilitation of the program. This should not give an overview like "Elvis had a good day" This is a vague statement and does not provide any habilitative data.

When recording in daily t-logs staff should provide an overview of the day. Again, this is NOT "JFK had a bad day." This should be more like "today JFK tried to complete his homework, but he was unable to because Marylin was excessively talking to him." "JFK then chose to write in his journal and then sing a song with Chevy Chase." This is an area that we should be able to have a window into your day with the participant. This helps the participant's team and the Department to learn more about the participant and see into their days with you.

We must always follow the programs and requirements in the participants ISP. If there are questions about what is in the ISP please see your supervisor and they will assist you in moving forward.