

# Sense of Security Care, Inc.

"Giving You Peace Of Mind"

## What is a Residential Sponsored Home Provider?



## SPONSORED RESIDENTIAL SERVICES

Sponsor Residential placement is a contracted service of Sense of Security Care, Inc. (S.O.S. Care, Inc.) to provide a home-like family setting for adults who are diagnosed Intellectually Disabled (ID) that are seeking a more personal, family-like environment for services. Individuals are treated as a family member with all the associated privileges and responsibilities typically experienced in a family setting.

*Sponsor Providers* are persons who have chosen to open up their personal home to be licensed under SOS Care, Inc. Sponsor Providers are directly responsible for the provision of services to an intellectually disabled individual that's eventually placed in the home. Sponsor Providers arrange for, supervise and provide programmatic, financial, and service supports to these individuals as well.

A Residential Sponsored Home offers an alternative to the typical congregate model of services, such as a Group Home. Sponsored placement seeks to match individuals with a diagnosed intellectual disability, with a highly trained & certified Sponsor Provider who will welcome the individual into the family. The intent of this service is to offer more individualized 1:1 service that will address the unique needs of the individual. It is hoped that the natural supports of a family matched with the support and advocacy of SOS Care, Inc., will allow the person to flourish & live successfully in the community. Each home focuses on the needs and preferences of that specific individual while also concentrating on the individual's gifts, talents and abilities; ultimately affording them a *sense of security* in their everyday lives.

## SPONSOR PROVIDER'S REQUIREMENTS

A Sponsor Provider shall meet the following requirements:

- A high school diploma
- One to two years of *documented* experience working directly with individuals with intellectual or developmental disabilities
- A valid driver's license and acceptable driving record
- Completion of all required background & central registry checks
- and ongoing annual training;

### **The approval process to become a Residential Sponsored Home Provider includes the following:**

- Documentation of face-to-face interview(s), home inspections, and other documentation ensuring the potential Residential Sponsored Home Provider meets the criteria;
- Documentation that the physical home meets the criteria for physical environment and residential services in the licensing regulations;
- Documentation that the potential Residential Sponsored Home Provider and back-up/on-call staff can meet the support and skill building needs of individuals and have an awareness and understanding of the characteristics of individuals with intellectual disabilities;
- The potential Residential Sponsored Home Provider has the means to meet the financial needs of the family and individual up to 90 days prior to payment for services; The following may serve as proof.
  - Your monthly budget x's/ three months.
  - Bank Statement

- Verification of educational background, experience, and qualifications of the potential Residential Sponsored Home Providers and back-up/on-call staff;
- Verification of DMV driving records, TB assessments, First Aid and CPR certification, Medication Administration, Human Rights, DSP, HCBS, Documentation, Risk Management and THEROPS training;
- Three references, the past licensing history, criminal background checks, and a search of the DSS Central Registry for founded complaints of abuse and neglect for the potential sponsor provider, back-up/on-call staff, and other individuals residing in the home over the age of 18;

If a potential Residential Sponsor Provider *or any* member of the sponsoring family residing in the home has been convicted of a barrier crime or fails to meet the requirements of licensing regulations for providers, Sense of Security Care, Inc. shall deem the sponsor applicant ineligible to be a contracted provider of services.

## **REQUIRED TRAININGS FOR SPONORED RESIDENTIAL HOME PROVIDERS**

- Yearly Employee Skills {YES}
- Human Rights
- ID Orientation/Person-Centered Planning/DSP
- HCBS {Home Community Based Settings}
- Medication Management
- First Aid/CPR
- Documentation
- Risk Management
- THEROPS
- Competencies

## **Trainings that require ANNUAL RECERTIFICATION are:**

- Yearly Employee Skills {YES}
- Human Rights
- THEROPS Refresher
- Medication Management Refresher
- HCBS {Home Community Based Settings}
- Competencies

*\*\*\* CPR/First Aid is renewed EVERY TWO YEARS\*\*\**

## **DAILY DOCUMENTATION**

The following documentation supports the PART V of the ISP and is required to be completed on a daily basis:

- Daily Support Log
- Monthly Community Outing Form
- Monthly Behavioral Form

The following paperwork is completed daily for the MAR:

- Medication Administration Record
- Controlled Substance Count Sheet
- PRN Administration Record

## OTHER MEDICAL PAPERWORK

- Physician's Order Sheet {PO}
- \*Physician Visitation Form
- Office Summary Visit (from any doctor's appointments)

## INSPECTIONS AND SUPERVISION

- \*First Aid Kit Inspection (Bi-Annual /Sponsor)
- \*Emergency Food Inspection (Bi-Annual / Sponsor)
- \*Fire Drill Review Form (quarterly/ Sponsor)
- \*Medical Equipment Inspection (Annual/ Sponsor, if applicable)
- Physical Environment Inspection (monthly/Director or PM)
- Supervision and Development (monthly/Sponsor or PM)
- Licensing Inspection Review (annually/Director)
- Emergency Preparedness Evacuation Report Form (annually/Sponsor)

## \*DAILY SUPPORT LOG

The daily support log must be completed by the end of every day.

Each entry must include:

- Date
- Time
- Outcomes Addressed
- A detailed description of the individual's activities, supports received, and the individual's response to the activities and supports.
- The sponsored home provider must sign each entry

\*\*\*Some items are picked up monthly during the physical home visit/inspections.