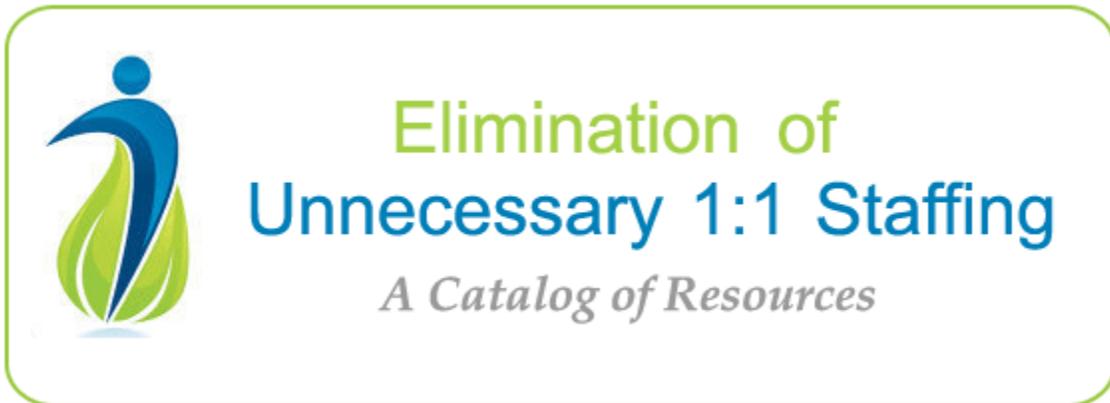**Improving Supports to Best Meet People's Needs**

Elimination of Unnecessary 1:1 Staffing:
A Catalog of Resources

Explore a wide variety of resources aimed at reducing the need for intensive staffing and supporting people in developing more independence in the community.

The Year of Elimination of Unnecessary 1:1 Staff

During 2011, the Southeast Pennsylvania Positive Practices Committee (PPC) launched an initiative, *The Year of the Elimination of Unnecessary 1:1 Staff*, bringing together stakeholders who were interested in developing strategies to limit the use of 1:1 staff to necessary situations. More than 350 people participated in the initial sessions, and workgroups were formed to sustain the initiative throughout the following year. Much was learned and some changes began taking place.

[The Year of Elimination of Unnecessary 1:1 Staffing](#)

One Year Later

The PPC called the community back together during June of 2012 to review what had been happening and to continue the momentum of best meeting people's needs while eliminating unnecessary staffing. Nearly 150 people participated in these meetings.

[One Year Later](#)

Throughout the initiative, resources have been gathered to support stakeholders in meeting needs and eliminating unnecessary staffing. This Catalog of Resources is a collection of information and tools identified through these efforts. It is not exhaustive and it is anticipated that this catalog will expand over time.

The Catalog is organized in five sections including:

- Background;
- Resources to Support People with Behavioral Health Needs;
- Resources to Support People with Physical Health Needs;
- Resources to Support People Who Are Aging; and,
- Technology and Alternatives.

Resources to Support People with Behavioral Health Needs

<mark>Title:</mark>	*Behavior Specialist, Behavior Plans*

Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Publications/Behavioral-Health/Behavior-Specialist-Behavior-Plans-Booklet.pdf
Date:	2009
Description:	This booklet discusses information related to behavioral consultation services such as: how to locate a behavior specialist, what to do if a behavior has become a concern, what a behavior specialist can do for you, and a model for the development of a good behavior plan.

<mark>Title:</mark>	*Digest on Dual Diagnosis*

Source:	Community Health Connections
Link:	http://www.geisinger.org/for-professionals/resources/health-care-quality-unit/includes/pdf/Digest_on_Dual_Diagnosis.pdf
Date:	2011
Description:	The *Digest on Dual Diagnosis* was developed as a resource for Lifesharing providers who support individuals with an intellectual disability and mental health challenges. It provides definitions and background about Dual Diagnosis, offers a comprehensive review of mental health disorders and people with intellectual disabilities, and identifies important issues (e.g., medications) for consideration.

<mark>Title:</mark>	*General Guidelines for Nurses in Community Residential Programs Supporting People with Intellectual Disabilities*

Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Publications/Physical-Health/General-Guidelines-For-Nurses-Booklet.pdf
Date:	2007
Description:	During February 2007, the Southeast Region Nursing Forum Task Force began working on guidelines for nurses in small community homes. These guidelines addressed ten topic areas that are important to the health and safety of people receiving supports and for those working in the Intellectual Disabilities community. *One of the areas specifically addressed in this booklet is Behavioral Health.*

<mark>Title:</mark>	*Let's Talk About Sexual Abuse*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Publications/Individuals-and-Families/Lets-Talk-Sexual-Abuse-Booklet.pdf
Date:	2011
Description:	This user-friendly booklet is for individuals with intellectual/developmental disabilities and their families. It explains what sexual abuse is, what to do if you are abused, and how to get help.

<mark>Title:</mark>	*PCHC Training Topic Brochure*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Education/Training-Topics/Training-Topics-Brochure.pdf
Date:	2011
Description:	This brochure provides a list of many training topics available from PCHC. Topics are arranged in three categories: Physical Health, Public Health and Behavioral Health. Behavioral Health topics that are requested frequently include: *Overview of Dual Diagnosis*, *Target Symptoms vs. Behaviors*, and *Communicating with the Psychiatrist*. However, requests for training should never be limited by the topics listed on the brochure. Contact PCHC today to discuss your education needs.

<mark>Title:</mark>	*Sexual Abuse*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Publications/Physical-Health/Sexual-Abuse-Tri-fold.pdf
Date:	2007
Description:	This brochure outlines critical issues regarding sexual abuse. It answers questions including: **What is sexual abuse? What should you look for? How can you help?** It provides guidance on what you should do if you suspect or witness sexual abuse, and it provides information on organizations that can help.

<mark>Title:</mark>	*Southeast PA Dementia Screening Tool (DST)/Directions for Using the Southeast PA DST*
Source:	PCHC and SE PA Regional Dementia Task Force with clinical support provided by Carl V. Tyler Jr. MD, MS, CAQ-Geri
Link:	http://www.pchc.org/images/ListOfItemsFiles/Dementia-Screening-Tool.pdf
Date:	2009, revised 2011
Description:	People with intellectual disabilities may be at risk for developing dementia/ Alzheimer's Disease. This tool was developed to assist caregivers in collecting information to be shared with physicians.

Title:	*The NADD Accreditation and Certification Programs*
Source:	NADD
Link:	http://thenadd.org
Date:	2012
Description:	NADD is a not-for-profit association established for professionals, care providers and families to promote understanding of and services for individuals who have developmental disabilities and mental health needs. NADD has developed several accreditation and certification programs in association with the National Association of State Directors of Developmental Disabilities Services (NASDDDS).

Title:	*Transition Health Care Checklist: Transition to Adult Living In Pennsylvania*
Source:	Pennsylvania Department of Health
Link:	http://www.portal.state.pa.us/portal/server.pt/community/%20special_kids_network/14205/transition_health_care_checklist/558090
Date:	2012
Description:	The Pennsylvania Department of Health and its community partners recognized a gap in health services for youth with special health care needs. When these youth leave school, they transition from having different or no insurance coverage, from seeing pediatric specialists to searching for adult medical specialists, and from good coverage for medications to having to understand new systems for obtaining medicines. Working with the Pennsylvania Community on Transition State Leadership Team, agencies, and families, the Transition Health Care Checklist: Transition to Adult Living in Pennsylvania was created to guide youth, families, and professionals during this time of change.

Resources to Support People with Physical Health Needs

<mark>Title:</mark>	*Dysphagia Resource Directory*
Source:	Southeast Region Dysphagia Summit Task Force Committee
Link:	http://www.pchc.org/images/PDFs/Publications/Physical-Health/Dysphagia-Resource-Directory.pdf
Date:	2011
Description:	This directory was developed by the Southeast Region Dysphagia Summit Task Force Committee designed to be a resource to help meet the needs of people with intellectual disabilities.

<mark>Title:</mark>	*Feeding Tube Resource Packet*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/ListOfItemsFiles/Feeding-Tube-Resources/Complete-PDF-FeedingTubePacket.pdf
Date:	2009
Description:	PCHC developed a **resource packet** on information about Feeding Tubes. The packet, which includes information for staff, individuals with intellectual disabilities (ID) and families, was developed after conducting a **Feeding Tube Survey** in 2006. The resources included in the packet will be useful to individuals facing decisions about the use of a feeding tube and for those who already use a feeding tube.

<mark>Title:</mark>	*General Guidelines for Nurses in Community Residential Programs Supporting People with Intellectual Disabilities*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Publications/Physical-Health/General-Guidelines-For-Nurses-Booklet.pdf
Date:	2007
Description:	During February 2007, the Southeast Region Nursing Forum Task Force began working on guidelines for nurses in small community homes. These guidelines addressed **ten topic areas** that are important to the health and safety of people receiving supports and for those working in the intellectual disabilities community.

Title:	*Hospital Admission and Discharge Planning*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Publications/Physical-Health/Hospital-Admission-Discharge-Planning-Booklet.pdf
Date:	2008
Description:	The information in this booklet is provided as a tool to assist anyone dealing with hospitalization or facing extended medical care. The main goal is to support people with intellectual disabilities living in the community; however, this information can be used for anyone. Being a well-informed advocate will help you to receive quality services within any health care facility. It is not intended to replace medical advice. Please contact a physician as needed.

Title:	*Let's Talk About Sexual Abuse*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Publications/Individuals-and-Families/Lets-Talk-Sexual-Abuse-Booklet.pdf
Date:	2011
Description:	This user-friendly booklet is for individuals with intellectual disabilities and their families. It explains what sexual abuse is, what to do if you are abused, and how to get help.

Title:	*Level of Care Support for People with Disabilities* (Dental Care)
Source:	Achieva
Link:	http://documents.odpconsulting.net/alfresco/d/d/workspace/SpacesStore/77436440-1b44-4818-9397-57fe0ab225e8/Acheiva_Dental_Pre-Visit_Form.pdf
Date:	2009
Description:	Going to the dentist can be stressful. If a person has a disability, he/she may need help deciding what kind of dentist is needed. Most people with disabilities will need no extra supports while others may need a little more time and understanding. Other people with disabilities may need medication to complete a visit or help to safely relax to allow for dental services. This brochure helps answer questions about levels of dental care.

Title:	*Management of Pain for People with Intellectual Disabilities and Other Developmental Disabilities*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Publications/Physical-Health/Management-of-Pain-Booklet.pdf
Date:	2002
Description:	This booklet was designed to help individuals, family members, caregivers and providers understand pain management for people with intellectual disabilities. It focuses on methods to identify, access and manage pain to promote health and wellness.

Title:	*PCHC Training Topic Brochure*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Education/Training-Topics/Training-Topics-Brochure.pdf
Date:	2011
Description:	This brochure provides a list of many training topics available from PCHC. Topics are arranged in three categories: Physical Health, Public Health and Behavioral Health. Physical Health topics that are requested frequently include: *Dysphagia*, *Diabetes*, and *Seizures*. However, requests for training should never be limited by the topics listed on the brochure. Contact PCHC today to discuss your education needs.

Title:	*Sexual Abuse*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Publications/Physical-Health/Sexual-Abuse-Tri-fold.pdf
Date:	2007
Description:	This brochure outlines critical issues regarding sexual abuse. It answers questions including: **What is sexual abuse? What should you look for? How can you help?** It provides guidance on what you should do if you suspect or witness sexual abuse, and it provides information on organizations that can help.

Title:	*Taking Care of Myself: A Guide for When I Leave the Hospital*
Source:	Agency for Healthcare Research and Quality
Link:	http://www.ahrq.gov/qual/goinghomeguide.htm
Date:	April 2010
Description:	*Taking Care of Myself: A Guide for When I Leave the Hospital* is an easy-to-read guide that can be used by both hospital staff and patients during the discharge process, providing a way for patients to track their medication schedules, upcoming medical appointments, and important phone numbers.

Title:	*The Community Hospital Outreach Brochure*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Publications/Physical-Health/Hospital-Outreach-Brochure.pdf
Date:	2011
Description:	Hospitalizations can be challenging for people with intellectual disabilities (ID). At a time when a person is not well, being placed in an unfamiliar environment with new caregivers can be frightening. People with ID may have specialized needs and communication differences; both could lead to increased health risk and poor outcomes. Healthcare providers may have concerns and uncertainties about providing services to people with ID. This brochure addresses improving the hospital experience for individuals with ID.

Title:	*Transition Health Care Checklist: Transition to Adult Living In Pennsylvania*
Source:	Pennsylvania Department of Health
Link:	http://www.portal.state.pa.us/portal/server.pt/community/%20special_kids_network/14205/transition_health_care_checklist/558090
Date:	2010
Description:	The Pennsylvania Department of Health and its community partners recognized a gap in health services for youth with special health care needs. When these youth leave school, they transition from having different or no insurance coverage, from seeing pediatric specialists to searching for adult medical specialists, and from good coverage for medications to having to understand new systems for obtaining medicines. Working with the Pennsylvania Community on Transition State Leadership Team, agencies, and families, the Transition Health Care Checklist: Transition to Adult Living in Pennsylvania was created to guide youth, families, and professionals during this time of change.

Title:	*Understanding Dysphagia*
Source:	Philadelphia Coordinated Health Care and Ken-Crest Services
Link:	http://www.pchc.org/images/PDFs/Publications/Physical-Health/Dysphagia-Booklet.pdf
Date:	1999
Description:	A guide for providing support in for people with intellectual disabilities(ID) who have a diagnosis of dysphagia or GERD (Gastroesophageal reflux disease) or swallowing disorders.

Resources to Support People Who Are Aging

Title:	*Dementia Additional Testing List*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/ListOfItemsFiles/Dementia-Additional-Testing-List.pdf
Date:	2011
Description:	There is no accurate test to rule out dementia for people with intellectual disabilities (ID). Tests used for the general population may not be appropriate for many people with ID. Establishing a baseline and measuring changes in a person's status can provide important information for staff and physicians. This list includes tests that may be helpful in this process.

Title:	*Dysphagia Resource Directory*
Source:	Southeast Region Dysphagia Summit Task Force Committee
Link:	http://www.pchc.org/images/PDFs/Publications/Physical-Health/Dysphagia-Resource-Directory.pdf
Date:	2011
Description:	This directory was developed by the Southeast Region Dysphagia Summit Task Force Committee designed to be a resource to help meet the needs of people with intellectual disabilities (ID).

Title:	*Hospital Admission and Discharge Planning*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Publications/Physical-Health/Hospital-Admission-Discharge-Planning-Booklet.pdf
Date:	2008
Description:	The information in this booklet is provided as a tool to assist anyone experiencing a hospitalization or facing extended medical care. The main goal is to support people with intellectual disabilities living in the community; however, this information can be used for anyone. Being a well-informed advocate will help you to receive quality services within any health care facility. It is not intended to replace medical advice. Please contact a physician as needed.

Title:	*PCHC Training Topic Brochure*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Education/Training-Topics/Training-Topics-Brochure.pdf
Date:	2011
Description:	This brochure provides a list of many training topics available from PCHC. Topics are arranged in three categories: Physical Health, Public Health and Behavioral Health. Topics focused on issues faced by people who are aging and requested frequently include: *Fall Prevention*, *Dementia,* and *Issues of Aging*. However, requests for training should never be limited by the topics listed on the brochure. Contact PCHC today to discuss your education needs.

Title:	*Southeast PA Dementia Screening Tool (DST)/Directions for Using the Southeast PA DST*
Source:	PCHC and SE PA Regional Dementia Task Force with clinical support provided by Carl V. Tyler Jr. MD, MS, CAQ-Geriatrics
Link:	http://www.pchc.org/images/ListOfItemsFiles/Dementia-Screening-Tool.pdf
Date:	2009, revised 2011
Description:	People with intellectual disabilities (ID) may be at risk for developing dementia/Alzheimer's Disease. This tool was developed to assist caregivers in collecting information to be shared with physicians.

Title:	*Taking Care of Myself: A Guide for When I Leave the Hospital*
Source:	Agency for Healthcare Research and Quality
Link:	http://www.ahrq.gov/patients-consumers/diagnosis-treatment/hospitals-clinics/goinghome/index.html
Date:	April 2010
Description:	*Taking Care of Myself: A Guide for When I Leave the Hospital* is an easy-to-read guide that can be used by both hospital staff and patients during the discharge process and provides a way for patients to track their medication schedules, upcoming medical appointments, and important phone numbers.

Title:	*Understanding Dysphagia*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Publications/Physical-Health/Dysphagia-Booklet.pdf
Date:	1999
Description:	A guide for those providing support in the residential home to individuals with intellectual disabilities (ID) who have a diagnosis of dysphagia or GERD (Gastroesophageal reflux disease) or swallowing disorders.

Technology and Alternatives

Title:	*Abledata.com*
Source:	National Institute on Disability & Rehabilitation Research
Link:	http://www.abledata.com
Date:	2012
Description:	AbleData website includes objective information on almost 40,000 assistive technology and rehabilitation items. The items are available from domestic and international sources, for consumers, organizations, professionals, and caregivers within the United States.

Title:	*ATConnects.com*
Source:	University of New Hampshire Institute on Disability
Link:	http://www.atconnects.com
Date:	2012
Description:	AT Connects is a joint effort between SilverTech Inc. and the University of New Hampshire. It is an information platform for assistive technology (AT) to inform users, purchasers, family members and professionals alike about AT.

Title:	*Lifeline*
Source:	Phillips
Link:	http://www.lifelinesys.com
Date:	2012
Description:	Philips Lifeline is one of the largest medical alert services in North America. Lifeline provides 24/7 access to help with or without the push of a button. Response time is reported to be 30 seconds or less.

Title:	*Service Animals and Emotional Support Animals*
Source:	ADA National Network
Link:	http://www.ada.gov/service_animals_2010.htm
Date:	2011
Description:	This publication provides guidance on the term "service animal" and the service animal provisions in the U.S. Department of Justice's new regulations.

Title:	*The Wheelchair Guide*
Source:	Philadelphia Coordinated Health Care
Link:	http://www.pchc.org/images/PDFs/Publications/Physical-Health/The-Wheelchair-Guide-Brochure.pdf
Date:	2009
Description:	This booklet is intended to assist individuals, families, advocates, residential supports staff, agency nurses, and supports coordinators to obtain safe and appropriate wheelchairs for people with intellectual disabilities (ID).