

## New Hampshire

### Adult and Elderly Services

#### Residential Services

##### **Enhanced Home Care / Enhanced Family Care**

This model is an alternative to facility based residential settings, group homes, nursing homes or staffed residences. In this model, the individual in need of residential support moves in with a home care provider. The home care provider is thoroughly trained and closely supervised by LifeShare. On some occasions, the home care provider may also be a family member. Individuals that receive support within this model are encouraged to increase their independent living skills with the support of the home care provider. Relationship building within the home is of the utmost importance. In this model, individuals are able to participate in social events with friends, travel, go to movies, and explore new and exciting opportunities or other interests. Because this program is developed and maintained uniquely for each individual based on their unique needs, the creative possibilities are endless!

The EHC model is ideal because:

- ~ There is no stigma attached to the individual's home (as there is for a group home or nursing home).
- ~ The individual has more choice and control in his/her life leading to a feeling of safety and security.
- ~ The setting is more normalized (no shift-staff coming in and out).
- ~ The home is truly in the community (not segregated). With the help of the provider, the individual can access the community on his/her own terms.
- ~ This model is less expensive than group homes, and more effective at connecting the people to the community, leading to the individual's becoming more independent and self-reliant.

#### Day Support

##### **Community Based Day Programs**

LifeShare's innovative approach to programming provides the most creative community based day programs in the State. LifeShare believes in full community involvement and we work hard to provide the tools that people need to be successful in their communities. We create individualized schedules of activities for each person based on their abilities and interests. With support from our LifeCoaches, people have the opportunity to learn about community resources, partake in specialized classes and volunteer regularly. From paid employment to pottery, the list of meaningful activities is endless! LifeShare develops day programs as a means for the individuals we support to increase independence, fulfill goals and enrich their lives through meaningful activities every day.

At LifeShare programs are developed around the needs and interests of the individuals we support. We take pride in the creative approach we use to develop programs. LifeShare offers programs in 1:1, 1:2, and 1:3 staff to person ratio, depending on the need and funding. Each person will participate in a community based day program that is tailored to

them and their goals. This consistent schedule of activities might include participating in peer activities, academic and vocational studies, volunteering and/or paid employment. It is important to understand that this is the individual's program and he or she is an integral part of the team, making the choices of what to do with their time. We support each person in everything they do and help them to facilitate their success within their community based programs.

## **Supported Employment**

### **Community Based Supported Employment / Job Coaching**

Individuals who receive services through our community based day program in a 1:1 ratio may also utilize our supported employment services. This service provides the ability for people who have paid employment as their primary goal, to work 1:1 with a job coach to obtain, train for and maintain their job. The job coach is responsible to assist the person they support to find potential opportunities, support in the development of resumes, scheduling and preparing for interviews and participating in on the job training. The job coach will remain on this site as long as the individual needs assistance. The job coach will develop a relationship with the employer in order to build quality natural supports.

## **Child and Family Services**

### **Foster Care**

#### **Individual Service Option (ISO) Foster Care**

Individualized foster care provides youth with a continuum of support and preparation for adulthood that begins when a child or adolescent enters the foster care system and continues through the age of emancipation. In addition to providing a youth with the goals of permanence, well-being and safety, emphasis is placed on preparing the youth to successfully acclimate into his/her community by incorporating "real life" activities.

At LifeShare we see transition to self-sufficiency as a primary goal for all youth in foster care whether it is to return to a family, to be adopted or to live on their own. The mission of our foster care program is to provide a continuum of care that focuses on developing a youth's strengths and abilities using a positive development approach to care. At the same time, we recognize that there are many other issues and needs a youth may have therefore, youth have access to residential placements that best suit their level of need and readiness, whether it be a more or less structured setting. Support staff at LifeShare is highly skilled and trained in the field of developmental disabilities and in supporting children with behavioral challenges.

LifeShare creates the most appropriate situation for each individual while ensuring community living and preparation for adulthood. Our goal is to match each child with supportive, nurturing and unconditional families, roommates or support staff (as with our independent living model). We place emphasis on the development of lifelong relationships, and preparing the youth to transition into self-supported living. We accomplish both in the least restrictive environment. Our goal is to establish a community connection for children and youth; whether creating a family or a lifelong friend who will mentor the child even after they leave the system. We provide intensive case management, therapy, independent living groups and crisis intervention.

## **Independent Living**

### **Home-Based Independent Living Program**

Once a youth is ready for a less structured foster care setting, they become eligible to participate in the Home-Based Independent Living Strategies Program (HILS). This intensive independent living program is set up to simulate a “real-life” living situation so that the youth can experience the responsibilities of living independently, while developing the skills needed for transition to adulthood. Youth are placed in a supervised independent living apartment.

The HILS program allows individuals to live as independently as possible, with the support of a roommate, while developing the skills necessary to one day live on their own. This is achieved through hands on, side-by-side work with a dedicated team of independent living specialists and licensed foster care providers. Emphasis is placed on developing an individual’s knowledge and skill and preparing the individual to successfully acclimate to their community. The program incorporates realistic real-life activities ranging from nutrition and menu planning to money management and income security.

Because everyone has different abilities, learning styles and their own set of strengths and challenges, programs are developed for the specific individual. Innovative and mindful creation is priority when a program is developed. Therefore, the individual is always included in the development of their program and is encouraged to explore and develop new skills while enhancing the ones they already have. Because everyone is unique, individuals are able to pick and choose which components of independent living are most relevant for their situation and then concentrate on those areas. Some individuals may access each of the options in the program while others will concentrate on a few specific areas of need. Individual programs are developed and modified as necessary to best suit the person supported.

## **In Home Support**

### **In-Home Individual Service Option**

Many families would like to access counseling, behavioral health, intensive case management, crisis resolution, recreation and socialization opportunities, therapy, life skills & independent living groups without the day treatment services for their child. In addition the family may be in need of respite services. This service helps provide an intensive therapeutic support without the day treatment component.

Our In-Home ISO service is an intensive home-based program providing the youth and their family with a variety of intensive therapeutic services in the home to provide post-placement support or as a preventative measure to avoid the youth from being removed from their home and placed in foster care which will in turn connect families to natural supports in the community. Upon referral, each family will be assigned to a Clinical Case Manager who will provide intensive case management, family therapy and treatment planning. Additionally, 24-hour crisis response and respite care will be made available to the youth and family.

### **Intensive Home and Community Based Program**

Our Intensive Home and Community Based Program provides a combination of home based family therapy with a therapeutic day treatment program. This service is designed to provide post-placement support and/or to prevent the youth from having to enter residential placement. Masters level therapists work with families and children while children attend 20 hours of therapeutic day treatment each week. The day treatment program is run by qualified adolescent counselors who provide a sense of belonging for the children. The children are exposed to therapeutic groups and recreational activities weekly. Meals and transportation are included in this service.

### **Home Based Therapeutic Support**

#### **Intensive Home and community Based Services (IHCB)**

In addition to family therapy (in the home) and after school programming, this individualized service provides: supportive counseling services, behavioral health services, intensive case management, crisis resolution, recreation, socialization, therapy and life skills groups, parenting education and independent living groups, all encompassed in the therapeutic day treatment program. The program also includes vocational assistance, assistance with homework and recreational activities. Group work is available for teens in need. Students are picked up after school and in program until 7:00pm working with coaches to create a more positive life path.

### **Case Management**

#### **Alternative Learning Plan / Case Management – Available Through Soaring High School**

To help with drop-out prevention Soaring High School will help to develop an individualized plan with the student which will meet the educational requirements and district approval of an Alternative Learning Plan. This plan may include partial attendance of school classes (attending a desired or required class at the sending school), employment, volunteer hours, music lessons, etc. Soaring will then offer case management to that student with weekly check-ins, monthly progress reports to the school district and family, and direct supports if a change is needed.

### **Tracking**

#### **Tracking**

Tracking Services are a part of LifeShare's In-Home ISO Services but can be utilized as a separate service. Qualified staff spends time assuring that kids are attending school and abiding by curfews. This may include phone calls and/or physical check-ins at school or home. This service provides the oversight that a student needs to track and maintain accountability.

## Educational Services

### Transition from School to Adulthood

#### **Transitional Services**

LifeShare understands the importance of transitional services for students in high school who have exhausted the in-house curriculum and are ready to prepare for the “real world”. Each student is matched with a job coach who supports the individual in the community, helping to build comfort, job skills and independent living skills. This service and schedule is created to meet the needs of the person supported.

LifeShare believes that the transition from child/student services to adult services is one of the most essential transitions in a young person’s life. LifeShare recognizes that the supports offered in a school setting are generally far different from that which is provided in the adult service arena.

LifeShare provides person-centered programs to individuals receiving services through their school systems. Similar to our adult services we create programs around the needs of the students we support. A student’s program could include support within the school as well as within the community, incorporating an array of goals. LifeShare works with students to fulfill educational goals as well as independent living goals with creative and “out of the box” approaches.

### School Based Support

#### **School Based Support**

It is essential that students are included in the mainstream classroom with their peers. In this model of support, LifeCoaches will go into the classroom and support the student so that s/he is included in all of the mainstream classes. This service allows for the student to access the same education that other students enjoy, while receiving the individualized support s/he needs in order to be successful in a classroom setting.

### Vocational Assessment

#### **Individual Assessments**

LifeCoaches assist individuals in identifying vocational goals. This is accomplished by assisting individuals in defining their skills, abilities and work values. Individuals learn how to complete employment applications, develop a professional resume, letters of introduction and how to write thank you and follow up letters. LifeCoaches assist in transportation, coordination and training. A complete and thorough assessment is completed within thirty-days.

## **Career Development**

### **Career Exploration**

Individuals have the opportunity to identify pre-vocational goals such as gaining volunteer experience in a setting of their choice. During career exploration students are also given the opportunity to shadow careers of interest and participate in the school to work program.

### **Job Development**

Life Coaches assist individuals in acquiring job development skills. Individuals receive training on how to research and identify sources for finding job leads and develop networking skills.

### **Informational/ Mock Interviews**

LifeCoaches work with individuals to develop interviewing skills through informational interviews, role plays and mock interview sessions that address common questions asked during an interview. Individuals receive training on how to schedule and follow up with interviews with potential employers, the importance of appropriate demeanor during job search and they will review the ADA and understand how it relates to employment.

### **Job Placement**

Life Coaches assist individuals in obtaining employment in a setting conducive to the individual's skills, needs and interest. Once an individual obtains employment, a job analysis is completed to assure that an appropriate placement is secured.

### **Transitional/ Supported Employment**

Life Coaches assist individuals in a competitive work environment. They provide support to the employer around identifying appropriate wages, training, references and accommodations as needed. Individuals learn to be aware of the company's culture, policies, work environment, supervisory style and work expectations. Supported employment is available to individuals requiring on-going support in order to maintain employment. Off-site support is provided to individuals for job maintenance.

## **After School Outreach Program**

### **Educational Intensive Home and Community Based Services (E-IHCB) – Available through Soaring High School**

This Service combines Soaring High's educational services with LifeShare's therapeutic day treatment services. Students attend school from 12:00 pm to 3:00 pm at Soaring High, to satisfy educational requirements, and then participate in day treatment services from 3:00 pm to 7:00 pm. Students may complete their sending high school's curriculum with the support and teaching of the Soaring High staff (and receive a diploma from the sending school) or the student may complete Soaring High's curriculum and receive a diploma from Soaring High School.

## **Social and Peer Networking**

### **Independent Living Skills**

LifeCoaches assist individuals with building upon independent living skills they already have as well as working on developing new independent living skills. They can do this through attending different living skills classes offered at our community co-ops as well real life teaching within the community. For example if a student needs to work on budgeting and meal preparation s/he may go shopping with a staff, budget and pay for food, then cook those foods at a community co-op.

### **Self Expression/Therapeutic Group**

LifeShare believes that we learn best in real life situations and with our peers. We offer ongoing classes across the state focusing on self expression. These groups include independent living groups, anger management and social boundaries trainings. These classes are organized on an as needed basis and can be created and implemented on a large variety of topics.

## **Outdoor and Recreational Education**

### **Recreational/Social Group Activities**

LifeShare offers and is involved with various recreational group activities within the state of New Hampshire. These activities can range from social activities, to volunteer sites and community co-op classes. Each region of the state has an array of different activities/classes that are offered. Some of these include Yoga, Tai-Chi, Pottery, artistic expression, Fun with Music and Poetry. We pride ourselves on having the most innovative and exciting programs in the state. We feel that any personal interest holds potential for a meaningful and rewarding connection to the community, therefore we work hard to make it happen!

## **Alternative Education Placement**

### **Alternative Education Placement – Available Through Soaring High School**

Many students need consistent support and direction during their day. Soaring High's educational center, located at 175 Ammon Dr. is in the heart of the Manchester Airport. This location can facilitate all state curriculum requirements as well as help to implement an independent living plan that will connect the student to his/her community, require job exploration, shadowing and experience. After the student completes the program, Soaring High School will send the graduate into the community with connections, experience and direction. This is a 10:00 am to 3:00 pm program.

## Clinical Services

### Psychiatric Consultation

#### **Northeast Assessment and Treatment Services**

Northeast Assessment and Treatment Services is the clinical arm of LifeShare Management Group, Inc. We offer state of the art comprehensive psychological evaluations, crisis intervention, counseling and consultation services. We have experienced psychologists and mental health clinicians available to respond to a wide range of psychological and behavioral needs. A unique feature of this service is our “Mobile Unit” which has the capacity to respond quickly to the needs of individuals in the environments they live, work or receive services. Our services are available to individuals, families, vendors and agencies in the public and private sectors and include the following:

- Comprehensive psychological evaluations (cognitive, psychosocial, personality, achievement, memory).
- Crisis intervention.
- Behavioral and skills assessments, plans, training and counseling.
- Risk Assessment (self-harm, suicide, sexual acting out, aggression, impulse control, self-care and other impulse control issues).
- Substance abuse and addiction evaluations and counseling.
- Consultations and training related to these areas.

### Behavioral Support

#### **Behavioral Consultation Services**

LifeShare provides home and community based behavior consultation services to assist individuals in learning positive and adaptive coping skills to reduce the occurrence of challenging behaviors. Services include development of functional behavior assessments, behavior analysis service plans and monitoring/training of foster care providers. We provide support to families, providers, agency staff and school districts.

## Other Services

### Art Community Cooperative

#### **Community Co-op**

Individuals who receive day services in our Southern NH region will also have the ability to take part in our community Co-op. Our Co-op offers a variety of classes, on all levels to interested parties. The following are some of the classes offered on a regular basis.

#### Artistic Expression:

Our artistic expression class focuses on experiencing art in as many different mediums as possible. Providing a wide spectrum of innovative activities not only stirs up the imagination, but also reaches out to so many talents. Because there are no limitations to art, each class attempts to strengthen every individual's sense of pride and accomplishment through art, utilizing their own views and expression. This class is offered in all regions.

### Cooking Class:

Our cooking class focuses on healthy eating and safety while in the kitchen. Most of the recipes created are things that the students can learn to do independently and replicate in their homes. Cooking class is separated into two parts: determining and purchasing needed ingredients and food preparation. After a recipe is chosen participants work on budgeting, and purchasing what is needed as well as focusing on value and quality.

The second part of the class is where the cooking takes place. Every class begins by focusing on safety and cleanliness while cooking. All participants have a hand in the creation they are cooking for that day, and assisting in the clean up. After each class individuals are asked to provide feedback on their cooking experience. Topics of discussion are generally likes/dislikes, difficulty level, healthiness and would they be able to make it on their own. . This class is offered in all regions.

### Money Management:

Classes range from coin identification to money management. The recognition process includes identifying each coin by size, color, edge texture, and face details. The next level involves placing monetary values on the coins. Once a certain comfort and proficiency level is obtained, the next step is application. The participants are posed with various scenarios related to real life experiences and through the use of manipulatives they formulate their answers. These activities strengthen coin identification skills, estimating skills and the concepts of greater than, less than and equal to. These activities lead to productive question and answer sessions surrounding previously encountered experiences. Money skills expand beyond coin usage and dollars, checkbook management and paying bills when the need arises. This class is offered both in Region 7 and Region 10.

### Pottery:

This is a hands-on approach to the basic techniques of pottery making. The class follows a start to finish progression of creating pottery pieces. Techniques such as: pinch, coil and slab construction with a wheel are used in formation of the pieces. Various paints and damp ware techniques are used for decorating which is followed by the final stages of using the kiln for firing and glazing. Items produced include: vases, plates, ergonomic mugs, apple baking dishes and bowls. Our skilled Associate Directors are proficient on the pottery wheel and at the kiln but we are very proud of our professional potter who visits our space monthly to give hands on classes! Our pottery wheel is wheelchair accessible. This class is offered at our Hampstead Co-op.

### Poetry:

Students in this class choose poems to read from an assortment of books and writers. The reading portion of poetry class is modified to each reader's ability and comfort levels. It can range from choosing a poem and reading it aloud to choosing a poem, describing the illustration that goes with it and a staff member or peer reading it to the class. Each reading is followed by discussion. The second portion of poetry class is the instructional part. Each week a new style of poetry is introduced and demonstrated through examples. The class writes a poem collaboratively and then each participant writes his/her own poem and shares it with the class. Each individual has a collection of poems that is kept in their poetry folder. This class is offered at the Hampstead Co-op and at the Portsmouth Library.

### Intro to Computers:

During this class students learn how to navigate the computer in order to perform tasks like: composing and sending e-mails, using Microsoft Word, researching topics and job searching. This class can take place at our Co-op's or with the assistance of staff within the community. This is an ongoing class which becomes more intensive when specific needs are brought up.

### Yoga

The yoga class, held at Bikram Yoga Portsmouth, is a 45 minute class including breathing exercises, classic hatha yoga postures and relaxation techniques. The series is designed to work every joint, muscle, ligament, tendon, organ and tissue in the body, increasing circulation to every system and improving strength, flexibility, balance, concentration and overall health. This class is taught by a certified yoga instructor.

### Theater / Acting Class

Every Tuesday and Thursday the Corporate Office Amphitheater comes to life with Acting Classes. Students explore improv, skits, acting games and lessons in method acting. Theater is a great way to express feelings in a positive, productive way and offers opportunity for great creative expression. Students learn to trust one another and work as a team towards a greater goal.

### Respite

#### **Respite Services**

Respite is offered to families in need of additional support. All respite providers are required to undergo background screenings as well as meet all training requirements needed to be a licensed or certified provider. LifeShare requires a respite checklist to be completed prior to the individual receiving respite services. The checklist includes extensive information on the care of the individual receiving respite.

### Nursing

#### **Nursing Oversight Services**

LifeShare offers Nursing Services that are in accordance with State Regulations. These regulations allow for certified LifeShare staff and subcontractors to administer medication in the home and in the community. The Nursing Department offers direct oversight in each program and monitors the quality of each applicable program.

The nurse assigned to each program will be available to family members, staff, and subcontractors related to that program for questions. The nurse educates support providers regarding medical/health questions or concerns. Our nurses oversee the administration of medication and ensure the safety of each individual receiving support. Our nurse is on-call 24-hours a day.

## **Quality Assurance**

### **Quality Assurance**

Our QA department ensures that visits are made to our homes on a monthly basis to review documentation, medication administration records, and the home environment and provides support to the individual and foster care provider(s). We review all incident reports and progress made towards individual treatment plan goals. A quarterly report is compiled and reviewed with our management team on how to improve quality as part of our agency self-assessment.

## **Fiscal Intermediary Support**

### **Fiscal Intermediary Services**

In cases where an individual may have a very limited amount of funding, LifeShare may act as a fiscal intermediary. LifeShare's role in this situation is purely administrative. LifeShare will offer any services that the family may need to purchase, such as payroll services, Human Resources, Workman's Comp, etc. This takes LifeShare out of the "service delivery" role, giving this responsibility to the family. The family will be required to fulfill all state regulations including required paperwork and training.

## **Advocacy Services**

### **Advocacy Services**

LifeShare is available for consultation with regard to local and national advocacy services. If an individual is in need of support while going through legal proceedings, residential transitions or any situation that may call for extra support and advice, LifeShare representatives are available for consultation.

## **Crisis Resolution Services**

### **Crisis Resolution**

Crisis Resolution Services: All individuals, providers and families will have access to our Urgent Response Line available 24 hours/7 days per week. This service is available to people needing immediate support and intervention wherever they are. Support will include individual support strategies and necessary intervention to prevent the crisis from escalating. A written support plan will be available following the resolution of the crisis that outlines how the crisis will be stabilized as well as offer prevention methods to avoid further crises from occurring.

## Training, Recruitment and Licensing

### **Training**

#### The Mandt System ®

The Mandt System training courses are based upon the philosophy that all people have a right to be treated with dignity and respect, relationships should be based on principles in which people are allowed to participate in decisions about their lives. We recognize and consider people's behavior, even negative as a form of communication. Mandt is taught in three sessions:

- Mandt Part I: The first three chapters known as Relational Skills form the basis for relational skills needed to be effective in de-escalating, resolving, preventing conflict, aggression and violence.
- Mandt Part II: The second section of the training, called Conceptual Skills, presents a collection of special topics that are related to working with people in crisis and can enhance and strengthen programs which serve aggressive and violent people.
- Mandt Part III: The last section of the training, titled Technical Skills consists of the physical skills, maneuvers, and techniques that may be used if an immediate threat of harm is present a failure to respond would in fact lead to greater injury or death.

#### Core Module Training

The training was developed by the New Hampshire Developmental Services to give the Direct Support Professional a basic awareness of concepts are critical to the provision of personal services.

- An Overview of Developmental Disabilities
- A Quality Life in the Community
- Understanding and Supporting Effective Behavior
- Helping People Learn Useful Skills
- Everyday Health and Safety
- Support Through Empowerment

#### American Red Cross Certification

Provided by the LifeShare Trainer through contracts with each state.

- Adult/Child/Infant CPR
- Adult/Child AED
- First-Aid

#### Visions

- The purpose of Visions is to educate our staff and providers of the history of LifeShare (our roots).
- Our Mission; why we do what we do

- Our Values; our belief system on how we believe everyone should be treated that we come in contact with and our responsibilities of ensuring those we support enjoy these same beliefs.

### LifeShare's LifeSpecific Training

This is a two-part training that provides LifeCoaches and Providers with a complete outline of each individual that they will be supporting

- Part I: Staff/provider is given the opportunity to review the clinical record of the person they will be supporting. The staff will meet with their Director/Clinical team to discuss how the training they received applies and can be utilized with their supported individual.
- Part II: A mentoring process which requires that all newly hired LifeCoaches to be paired with a seasoned LifeCoach who will act as a mentor during the process. New LifeCoaches will learn about daily routine, activities, etc, and will not have sole responsibility for the individual until the mentoring process is complete.

### BloodBorne Pathogens

- This course provides training, guidelines, and procedures designed to prevent or minimize occupational exposure to Bloodborne Pathogens and other potentially infectious agents
- Ensures compliance with the Bloodborne Pathogens Standards using Universal Precautions & Infection Control
- Provide steps to take in breaking the Infection Cycle

### Health Information Portability and Accountability Act (HIPAA)

- General knowledge for all staff and providers concerning what HIPAA is, how it effects the protection of individual personal information (privacy) and their role in ensuring that this is done.

### Home Visit/Behavior Support

- 1:1 home visit with providers and parents concerning issues they are facing in interacting with their child or adult providing both information and insight in how they should react to the behavior being expressed.

### Behavior... what is it?

- Provides an overview of the topic of behavior and behavior support.
- It was designed to teach staff/providers/guardians how to implement behavior support plans, not how to write them.
- It is taught to help people with little or no background in psychology to understand the topic.

### Crisis Cycle

- A crisis is the point at which people are reacting to the things around them, to their feeling of frustration, anxiety and tension. Knowing where they are on the crisis cycle and how to react at each point on the cycle will enable the staff/provider or

parent to become effective in de-escalating a situation. This class helps people develop the skills needed to effectively and safely de-escalate a situation.

#### SODAS (Situation, Options, Disadvantage, Advantage, Solution)

- The SODAS model for conflict resolution is a simple model designed to help people work together cooperatively to achieve a win-win resolution to the conflict. This class teaches both individuals and staff/guardians/providers how to work alongside their supported individual in helping them to develop a plan in resolving a conflict in their life.

#### Visual/Gestural Communication (VGC)

- Visual Gestural Communication is useful to many people who need an alternative technique for expressing and understanding the wants and needs of other people in their environment. It is not a language like English, American Sign Language or French etc. . . .
- In the class we help you to think visually and conceptually, and to use Visual Gestural Communication to communicate more effectively with people who have limited formal language.

#### Body Mechanics

- The course is a general outline of facts around back injuries, types of injuries, contributing factors and some effective proactive preventive measures.

#### Common Health Conditions

- This training is available to staff/providers/guardians to give an overview of common health conditions that may be faced by those that we support. The importance is being able to recognize symptoms and report these to the individual's health care team so he or she can receive treatments early, before there are life threatening consequences.

#### Boundaries

- The class teaches is available to individuals we serve, staff and providers. It outlines what boundaries do, and the effects of having good or bad boundaries on relationships and social skills.

#### Overview of Diabetes I & II

- General knowledge to staff/providers and guardians of the difference to each time, medical needs of each and what effects to watch for in order to ensure the health of individuals to whom we provide services.

#### Safety for the Professional Visitor

- The course is meant for staff that, as part of their job may have to provide services at various times of the day or night. The purpose is to give hints of safety, things to look and watch for, proper dress and appearance. The class outlines the importance

of knowing when and when not to enter someone's home; when to know that it is unsafe and the steps to take.

#### The Effects of Psychotropic Medications on Children

- This presentation is a general overview of the effects of psychotropic medications on children and the effects of overuse and misdiagnosis. The intent of this training is to ensure that providers/guardians are knowledgeable in their rights to information to make informed choices when psychotropic medications are recommended.

#### Defining Disabilities

- A general overview for staff/providers and guardians on what is defined as a developmental disability and terminology used in defining the diagnosis. Each state has a variation of this usually the difference only being the age of manifestation.

#### Effective Documentation

- Effective documentation by staff and providers is paramount in documenting the accomplishments of individuals to whom we provide services, and is the instrument in which we prove that we have provided contracted services. In addition, staff and providers must know how to properly document critical incidents to reflect factually how something occurred.

#### Inhalant Abuse

- This course is meant for staff/providers/guardians of children/adults and is meant to provide general knowledge of what Inhalant Abuse is, and the effects and products used in the abuse. It gives ideas of symptoms of abuse of inhalants, and common use items found in the home.

#### Keeping Boundaries Staff/Volunteers

- A general overview of the importance of keeping boundaries for the professional visitor whom may have 1:1 contact support with a child or adult. It is meant to increase the awareness of the possible or perceived intentions that may arise in different situations.

#### Self Injurious Behavior (SIB)

- This course gives insight to staff/providers/guardians into the different types of SIB's, the causes, signs to watch for, and measures to take to reduce or prevent this behavior.

#### Reporting Abuse and Neglect

- A review for staff, providers and volunteers on recognizing and reporting of actual or suspected neglect, abuse, or exploitation of an individual we support.

### The Language and Ideas of Best Practice

- This course is an overview of Best Practices which are the practices that reflect the best ideas we have today regarding how to support people with developmental disabilities.

### Assessment of Suicidal Risk

- This course is a general overview for the new clinician to the field giving the demographic view of Suicide Victims, statistics and reasons. This course is taught by a minimum of a Master Level Clinician.

### Traumatic (TBI) or Acquired (ABI) Brain Injury

- This course is a very close look at what a TBI or ABI Injury is, and the effect each one has on the brain. The course will help staff/providers and guardians have a better understanding on the nature of the injury and the challenges faced by the individual in expressing thoughts, memory and completion of tasks.

### Bullying Among Children & Youth

- The course is designed for primarily staff/providers and guardians of children to understand “Bullying”, and the different types. It will give an overview of what is known about the nature and prevalence of bullying;
- Why we should be concerned about bullying;
- How are schools addressing bullying;
- What works and doesn’t work in bullying prevention and intervention;
- An overview of HRSA’s National Bullying Prevention Campaign.

### Foster and Adoptive Caregiver Essentials (FACES) Orientation

- This course is used by both our Foster Care Providers in NH and FL. This course is part I of a 21 hour course needed to be licensed to do Foster Care in both States.
- The course covers the history of child welfare and the Child Welfare System of each state.
- Process and implications of the foster care program.
- Risk factors including familial, environmental, economic and cultural that contribute to child abuse and neglect.
- Recognize the roles and expectations of foster and adoptive parenting.
- Describe the foster/adoptive program that is appropriate for their family.
- Identify ways to assist children and families.

### Real Life for Real People

This workshop will discuss the human service system’s approach to providing services to people in need of support. We will outline the system’s need for a paradigm shift, going from a protective approach to an empowerment model, giving service recipients choice and control in their lives. We will focus on the elimination of institutionalization, the use of restraints and overstaffed programs as a way of moving people into a *real life* model of support. Examples of true stories of people who have moved from highly staffed settings such as 2:1 awake overnight staffed residences to living on their own in the community with minimal in home support will be provided. We will outline the approach we take in these

cases, and the process through which the individual goes while experiencing a real life approach.

#### In Home Visit / Consultation with Providers / Families

- Helps families and providers understand the meaning /communication presented when “Behavior” is being demonstrated by individual.
- Helps family and providers develop strategies in reducing verbal/physical aggression by understanding and providing alternatives to the use of aggression.
- Helps families develop communication styles based upon the individual they support
- Provides coordination with LifeShare Clinical Services to determine eligibility to receive individualized support.

#### Home Licensing / Certification

##### **Foster Care Licensing**

LifeShare recruits, trains and conducts an intensive home study and completes licensure for all foster providers. LifeShare conducts background screening of all providers and provides the training needed to become licensed as well as specific individualized training pertaining to the service they will provide.

Foster Care Provider Requirements:

LifeShare Application

Foster Family Application Cover Sheet

Application Information for Child 11 years or younger or 12 and older

LifeStory (Autobiography)

Five written references

Provider Enrollment/Change Form

Provider Enrollment Agreement Form

Alternate W-9 Form

FBI fingerprint results (for the person on the license)

Criminal Record Check for all household members over 17

Central Registry Check for all household members over 17

Local Law Check

Copy of driver’s license for all driving household members

Driving Record Check for all household members

Medical Statement for all household members

TB test results for all household members over 15

Copy of your auto insurance policy, providing 100/300-liability coverage

Copy of homeowners insurance

Financial Statement

Fire Department Inspection

Home health inspection – With well water test results

Foster Parent Training Log for FACES

LifeShare Trainings (Visions, MANDT/CMT/BBP/HIPPA, CPR/First Aid)

### **Home Care Provider Certification**

In the state of New Hampshire, in order to participate in the Enhanced Home Care Model, the prospective home must follow strict state regulations. A home can be certified for one, two, or three beds; LifeShare does not believe in three person homes, unless siblings are involved or special requests are made. Prior to an individual moving into the home, the home care provider goes through extensive background checks, medical clearance, verification of home and auto insurance, and must live in a residence that passes state fire codes. These codes include hard-wired smoke detectors in each bedroom and on each level of the home, fire extinguishers on each level of the home, window measurements in the bedroom that meet 5.7 square feet dimensions when open, and other safety precautions.

The day an individual moves into a home, an application for a temporary certification is processed with the state. During the following 90 days, the state will schedule an in-home inspection review of the residence and review of proper documentation. This documentation includes annual physicals for the individual, medication log reviews (if the individual is not self-medicating), an annually-updated Individual Service Plan (includes history, diagnosis, allergies, and annual goals the individual works on in the home), Individual Safety Assessment (assesses the individual's ability to detect unsafe environments, fire safety skills, first aid skills, etc), Medical and General Releases signed by the guardian, provider documentation that is part of the qualification process, and other state required documentation.