



Oregon

Theodore R. Kulongoski, Governor

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DATE: May 27, 2010

TO: Glenn Nealy, Program Manager
Anne Augsburger, Program Manager
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Peggy Prather, Program Manager

FROM: Laura Traeger, Program Administrator

SUBJECT: ISP's standards/expectations – updates 05/27/10
Previous Memo: 01/29/08

DATE: May 27, 2010

All Individual Support Plan's (ISP's) must:

1. address independence, integration, and productivity
 2. include a minimum of one task based skill training program with a specific task analysis and formal data being kept
 3. include a minimum of one community based skill training program
- ❖ Any activity that is very important to the person or is in danger of not happening needs to be included in an action plan.
 - ❖ On monthly reviews, if the action plan is not met, the monthly **must** address why they didn't meet the goal and what they plan to do to meet next months' review.
 - ❖ Clients must be present at the ISP (unless the team determines it to be detrimental to the client).

c: Deanna Bathke, SOCP Director
Brad Heath, Clinical Service Manager
Sandy Rowell, Voc/Day Service Manager
Terri Millsap, SOCP HR Manager
Linda Fiegi, Nurse Manager

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