



Quarterly Connection

For Supports Coordinators

brought to you by the Supporting Families' Supports Coordination Innovation Workgroup

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WHAT IS AN INTEGRATED SCHEDULE?

- A way to see:
 - how and when someone is being supported.
 - when someone is not receiving supports.
 - when supports may not be needed.
- Helps incorporate other activities.
- Shows different needs – different times, situations.
- Includes all supports not just paid supports. But also technology, relationships and community supports as well.

 You can download the Integrated Schedule [here](#). To view, click on the link and scroll down.

The Integrated Schedule is helpful to...

- * Build in balance to a person's day.
- * Enhance conversations with individuals, families & providers.
- * Plan for life better and reduces stress!
- * Determine when & what supports are needed, including the least restrictive level of support.
- * Identify where there are gaps in support to help the person live life to their fullest.
- * Identify resources currently in a person's life.
- * Provide additional information for the ISP.



When to use the Integrated Schedule

- Enrolling in waiver
- Transition planning
- Problem solving – unmet needs? At the waiver cap?
- Change in life circumstances or needed support (ex. Health issues)
- Helping the team think out of the box and become more creative!

Tips for using the Integrated Schedule:

- **Keep it in a place where it can be seen every day.**
- **Complete a schedule on yourself or on a co-worker, family member or friend.**
 - Role play
 - Use possible different situations
 - What if situations
- **Have the individual and their family complete it.**
- **Begin by including any recurring activity such as school, work, volunteering, etc.**
 - Don't forget to include sleeping hours!
- **Color code it to help the visual "stand out".**
 - Can either color it in or use different colored pencils/markers/pens/font
 - Use the colors of the Integrated Supports Star to help visualize anything lacking or overutilizing.

Example: Paid supports = green
Working/school/community activities = dark blue
Time with family/friends = purple
Time alone = light blue

What NOT to do:

- ➔ Don't complete the Integrated Schedule once and be done with it.
- ➔ Don't file it away! Use it, refer to it, update it!
- ➔ Don't stress on what colors to use if something falls in more than one category.

How Support Teams are using the Integrated Schedule:

Colleen Youngcourt, a member of our statewide leadership team for supporting families, provided an update on how staff at State Centers are using this tool specific to enhanced supervision:

This tool has been adapted for use to fade enhanced supervision at State Centers and follows the LifeCourse Framework and Principles. It is to be used for all people who have enhanced supervision to assist the interdisciplinary team to support the person to have a colorful life. Everyone uses a variety of resources and supports to get through their day-to-day routines and everyday lives. The Enhanced Supervision Fading using Integrated Supports Template can be used to visualize the supports an individual currently receives and for the team to brainstorm on how and where to plan to fade the enhanced supervision into their schedule. The long-term goals of fading enhanced supervision include providing opportunities for greater independence by spending time away from their support staff, increased happiness and self-esteem, and improved physical and mental health.



What Self Advocates are saying about the Integrated Schedule:

- The tool is a great way to share the plan for a particular week or even a typical week.
- Helps the team know when extra supports might be needed, for example transportation or help accessing technology
- It is a helpful tool that could be posted on the fridge or a central location, as well as a personal schedule
- It could be very helpful for team meetings, integrated resource planning, (especially around employment!), planning for waiver updates, weeks when regular staff are off, or making changes through the lifespan.
- As life changes, people want to keep going and make plans that continue to work for them with different activities instead.
- It is a good way to be sure everyone has all important dates and times in their Google Calendar's (with alarms set if needed).
- It could be really helpful to talk to an SC about updating needs for support and thinking about creating balance with things like healthy relationships, personal growth, or getting out in the community more.



CHARTING the LifeCourse



Integrated Schedule
Example for Self Advocates



What families are saying about the Integrated Schedule:

"This tool helps identify supports in place as well as what is needed for our loved one."



CHARTING the LifeCourse



Integrated Schedule
Example for Self Advocates



Integrated Schedule

Green= natural supports
Yellow= paid Waiver supports

My Name is: Sean age 25

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6:00-6:30 a.m.							
6:30-7:00 a.m.							
7:00-7:30 a.m.							
7:30-8:00 a.m.				Wake up	Wake up		
8:00-8:30 a.m.				breakfast	breakfast		
8:30-9:00 a.m.				travel to CPS	travel to CPS		
9:00-9:30 a.m.	wake up	wake up		CPS Program	CPS Program		
9:30-10:00 a.m.			wake up	*	*	Wake up	Wake up
10:00-10:30 a.m.	breakfast	breakfast		*	*		
10:30-11:00 a.m.	travel to work	travel to work	brunch	*	*	Breakfast	
11:00-11:30 a.m.	WORK	WORK		*	*		
11:30-12:00 p.m.	with	with	morning chores	*	*	travel to work	
12:00-12:30 p.m.	job	job		*	*	WORK	
12:30-1:00 p.m.	coach	coach	travel to YMCA	*	*		
1:00-1:30 p.m.	as	as	YMCA	*	*	with a	
1:30-2:00 p.m.			with staff	*	*		
2:00-2:30 p.m.	needed	needed	YMCA	*	*		
2:30-3:00 p.m.			YMCA	*	*	Job Coach	
3:00-3:30 p.m.	travel home	travel home	travel home	*	*	*	
3:30-4:00 p.m.	snack	snack		*	*	*	
4:00-4:30 p.m.			snack/Nap	pick up @CPS	pick up @ CPS	travel home	
4:30-5:00 p.m.							
5:00-5:30 p.m.	home chores	travel to library	home chores	Nap	Nap	Nap	
5:30-6:00 p.m.	home chores	meet					
6:00-6:30 p.m.	dinner prep	with counselor	dinner prep	dinner prep	dinner prep	dinner prep	
6:30-7:00 p.m.	dinner	dinner out?		dinner	dinner	dinner	
7:00-7:30 p.m.							
7:30-8:00 p.m.	sports on TV	sports on TV	sports on TV	sports on TV	often out	Family Time	
8:00-8:30 p.m.	or	or		or	in		
8:30-9:00 p.m.	community out	community out		community out	the		
9:00-9:30 p.m.					community		
9:30-10:00 p.m.	midnight bed	midnight bed	midnight bed	midnight bed	midnight bed	midnight bed	
10:00-6:00 a.m.					or later	or later	



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Want to learn more?

Come to SAU1 events and PAFN workshops! It's better learning together! It's an opportunity to get more resources and make some community connections! These events are open to anyone including SCs! (See links below)

1

Hosted by the PA Family Network

Vision for Equality Events Calendar

To view the events, click [here](#) and scroll down the page.



2

SAU1 Events Calendar

To view the events, click [here](#).



3

Office of Developmental Programs (ODP)

Learn more about 2024-2025 Charting the LifeCourse: Applying Principles and Using Tools to Support a Good Life [here](#).



UPCOMING EVENTS

Please share this with ALL the individuals and families you serve.



What would you like to hear about using CtLC?



Please contact Nancy Hampson at nhampson@pa.gov with your suggestions.



Past SC Quarterly Connections can be found on MyODP [here](#).

