

REQUEST FOR CLARIFICATION/INTERPRETATION

TO:	Name and Title: Jannis Conselyea	FROM:	Name and Title: Shaye LaMunyan, Case Manager
	Organizational Unit: Program Support		Organizational Unit: DDP Region V
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1. TYPE OF REQUEST: Follow-up to Verbal Request - Date of Verbal Request: _____ Written Request

2. STATEMENT OF QUESTION OR ISSUE:

The PSP policy (effective July 20, 2009) states on page one "A Personal Support Plan (PSP) must be developed by the team with the individual in service within 30 calendar days of the person's entry into a service program or when a person moves from services in one community to services in another community." This reads as though this is simply the initial PSP and should be a complete document including all of the sections of the PSP.

The new PSP Amendment form (dated March 2009, received July 28, 2009) has a space to indicate that it is a "30 day PSP". This reads as though the PSP to be completed within the first 30 days of service should be a PSP Amendment rather than a standard initial PSP.

Which is the correct PSP to complete within the first 30 days of service?

References: PSP Policy effective date July 20, 2009; PSP Amendment Form (March 2009), attachment to the e-mail *New and improved PSP document*, sent by Marla Swanby on July 28, 2009.

3. ANSWER: There is no initial PSP! There is only one PSP plan done at the 30 day time frame after entrance into services...only one plan and then done annually thereafter. The plan may be amended during the year as needed.

References:

Approved and Issued by: JEFF STURM
(Program Director)

Date: 10/05/09

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	5: FOLLOW-UP: <input type="checkbox"/> To be issued as Bulletin to: _____ (Division Administrator) Manual. Expected Date of Issuance: _____ <input type="checkbox"/> A.R.M. Change <input type="checkbox"/> State Plan Change	