

## **NC Innovations Individual and Family Directed Supports Fact Sheet Community Guide Services**

One of the key “Supports” for success of Individual and Family Directed Supports is the Community Guide. This individual is responsible for ensuring that the person’s plan is implemented to meet the individual’s life goals and that staff is identified to carry out the plan. The Community Guide does not provide the supports themselves but instead works as the “hands on” guide with the individual/family.

### **Individual and Family Directed Supports Tasks completed by the Community Guide include:**

- ✓ Providing required training on the Individual and Family Directed Supports Option
- ✓ Providing on-going information to assure that individuals and their families/representatives understand the responsibilities involved in Individual and Family Directed Supports, including reporting on expenditures and other relevant information and training
- ✓ Assisting with understanding staff qualifications and record keeping requirements
- ✓ Assisting with developing schedules and outlining duties of staff
- ✓ Providing information on recruiting, hiring, managing, training, evaluating and changing support staff
- ✓ Coordinating services with the Agency with Choice
- ✓ Providing updates to the Care Coordinator to assist in the coordination of service

### **A successful Community Guide:**

- ✓ Is committed to and understands self direction
- ✓ Is compelled to act and knows how to lead and listen
- ✓ Has common sense as well as a sense of joy
- ✓ Has the courage to take a stand on behalf of the person they support
- ✓ Is connected to their community
- ✓ Has respect for cultural values of others
- ✓ Is willing to transfer control and to work independently

### **How will my Community Guide Services change under the Individual Family Direction Model if I already have a Community Guide?**

If an individual already has Community Guide Services, the current Community Guide will be able to assist the individual and/or Legally Responsible Person in the implementation of Individual and Family Directed Supports, including the selection of a model of Individual and Family Directed Supports. If an individual does not currently have Community Guide Services, the Care Coordinator will assist in adding Community Guide Services to the Individual Support Plan and selecting a provider. An individual must have a Community Guide to provide the required training on Individual and Family Directed Supports. Community Guide Services are provided as an “add-on” or a non base budget service to the person’s Individual Base Budget.