

Community Participation Services or Participant Directed & Managed Services

Which one is right for you and your loved one?

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PROGRAM ELEMENT	PARTICIPANT DIRECTED & MANAGED SERVICES (PDMS)	COMMUNITY PARTICIPATION SERVICES (CPS)
PROGRAM MODELS	<p>Managing supervisor - family/guardian manages staff and Northern Human Services is the employer of record.</p> <p>Family/guardian as employer of record - family/guardian is responsible for managing all administrative requirements (hiring, payroll, taxes, state/federal documentation), services and supports.</p> <p>Family Provider - supports and services are delivered/provided directly by family/guardian.</p>	Northern Human Services is the “employer of record” and provides all administrative and program-related services and supports related to an individual’s service plan. Family/guardian has the additional option to subcontract with Agency to provide residential services.
SERVICE COORDINATION	A PDMS-designated service coordinator provides assistance to family/guardian. (Located in Colebrook, Conway, Whitefield and Woodsville.)	Service coordination is provided either through Northern Human Services or an outside service provider agency.
SERVICE AGREEMENT	Service agreement is written by a PDMS service coordinator. Agreement includes individual’s history, personal profile and goals with input from family/guardian/individual.	Service agreement is written by a service coordinator. Includes history, personal profile and individual goals. Goals are written by a Northern Human Services CPS staff member with input from family/guardian/individual.
GOAL PLANNING SMART (specific, measurable, attainable, relevant, time-bound)	Utilizing the SMART methodology, goal planning directly correlates with budget line items and are designed to address the needs of the individual. Planning includes PDMS service coordinator, family/guardian and individual.	Utilizing the SMART methodology, goal planning directly correlates with budget line items and are designed to address the needs of the individual. Planning includes Northern Human Services staff, family/guardian and individual.
BUDGETING	Budget is flexible. Funds may shift between line items within state guidelines.	Budget is less flexible. Unable to shift funds between line items without going through a state approval process.
HIRING AND COMPENSATION	Family/guardian/individual hires staff. Agency supports hiring process. Pay rates are set by family/guardian/Agency and must be within Federal & State Medicaid guidelines.	Northern Human Services hires staff. Rate of pay is set by Agency for all staff.



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STAFF TRAINING/ SUPERVISION	Guardian provides training and supervision to staff. Online training is available to support employee.	Northern Human Services provides all training and supervision to staff.
STAFF SCHEDULING ABSENCES	Guardian sets schedule with staff. Family/guardian provides backup staff for planned/unplanned absences.	Northern Human Services sets staff schedule with input from guardian and staff. NHS may, depending on availability, provide a substitute staff member during planned/unplanned absences.
STAFF SCHEDULING FLEXIBILITY	Offers greater flexibility for scheduling to accommodate day, night and weekend needs.	Scheduling is less flexible to accommodate needs outside of routine weekday hours.
ADMINISTRATION	Guardian submits staff required paperwork (time sheets, mileage, daily notes & other paperwork) to PDMS coordinator at Northern Human Services.	Staff member submits required paperwork (time sheets, daily notes and other paperwork) directly to Northern Human Services.
RESPITE	Respite funds may be included in an individual's budget. May not exceed 20% of total budget.	Respite funds may be included in an individual's budget. May not exceed 20% of total budget.
COMMUNITY INTEGRATION SERVICES	\$8,000/year	\$8,000/year

For More Information Contact:

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