



## Monitoring Requirements

Monitoring consists of ongoing contact with the individual and his or her family to ensure services are implemented as per the participant's Individual Support Plan (ISP). Please refer to Tip Sheet for Functions of a Supports Coordinator.

Monitoring Requirements are determined by which funding stream the individual receives.

### **Base Funding:**

- An individual can choose one of the following options per year, typically at the individual's residence:
  - Two face-to-face visits and quarterly phone contact
  - One face-to-face visit and two phone contacts
  - One face-to-face visit and one phone contact

### **Person/Family Directed Support Waiver (P/FDS):**

- Quarterly contact: this consists of face-to-face visits every six months at the individual's residence and/or day program along with phone monitoring quarterly.
- If the individual lives independently, the Supports Coordinator will visit quarterly face to face and conduct monthly phone monitoring.

### **Consolidated Waiver:**

- Monthly face-to-face monitoring conducted at the individual's residence and/or day program.

**Any of the above schedules can be modified based on individual need, as long as basic requirements are met.**