

## DIVISION OF DEVELOPMENTAL DISABILITIES DBHDD FACT SHEET

**SERVICE:** Community Guide Services

**CHECK  
ALL THAT  
APPLY:**

X

**NOW**

X

**COMP**

X

**Self Direct**

X

**SERVICE DESCRIPTION:**

Community Guide Services are direct assistance to individuals in skill building and information in meeting participant-direction responsibilities. These services are available only for participants who choose to participant-direction. The participant, with the Support Coordinator, determines the amount of Community Guide Services, if any, and the specific services that the Community Guide will provide. The specific Community Guide Services for the participant are specified in the Individual Service Plan. People decide if they want Community Guide Services, and when that decision is made they choose their Community Guide.

Community Guide Services are individualized services designed to assist individuals in meeting their responsibilities in the participant direction. Community Guides provide information, direct assistance, and training to participants in support of participant direction.

Community Guides assist and train individuals to build the skills required for participant direction, such as exploring and brokering available community resources, problem solving and decision-making, being an effective employer of support workers, developing and managing the individual budget, and record keeping. Information provided by the Community Guide helps the participant's understanding of provider qualifications, record keeping, and other participant-direction responsibilities.

The scope, intensity, and frequency of Community Guide Services may change over time, based on the needs of the participant.

### SPECIAL ELIGIBILITY CONDITIONS

A. One must Participant direct at least one service to utilize a Community Guide.

B. The specific Community Guide Services for the participant are specified in the Individual Service Plan that is approved by the Regional Office.

**ITEMS COVERED:**

1. Assistance to individuals in exploring and brokering available community resources.

2. Assistance to individuals in meeting their participant direction responsibilities.

3. Assistance with recruiting, hiring, training, managing, evaluating, and changing employees.

4. Training the individual to be an effective employer of support workers.

5. Information and assistance in understanding provider qualifications, record keeping and other participant-direction requirements.

**ITEMS NOT COVERED:**

1. Community Guides cannot provide other direct waiver services, including Support Coordination to any waiver Individual.

2. Payment is not made, directly or indirectly, to members of the individual's immediate family, except as approved as indicated in Part II Policies and Procedures for NOW/COMP, Chapter 900.