



Self Directed Approaches Unit

Disability Support Register (DSR) Team

North & West Region

Self Directed Approaches

A recent review of organisational arrangements within Disability Services resulted in the formation of the Self Directed Approaches program area.

This provides for more effective alignment and integration of the service delivery functions, systems and activities to better meet the needs of all service users, including a greater focus on Self Directed Approaches for people with a disability.

Disability Support Register (DSR) Database



- ✓DS Supported Accommodation (SSA)
 - ✓Day Program (DP)
- ✓Individualised Support Package (ISP)
(combination of above)

The DSR Team is responsible for maintaining the database, facilitating registration and resource allocation, and coordinating reviews.

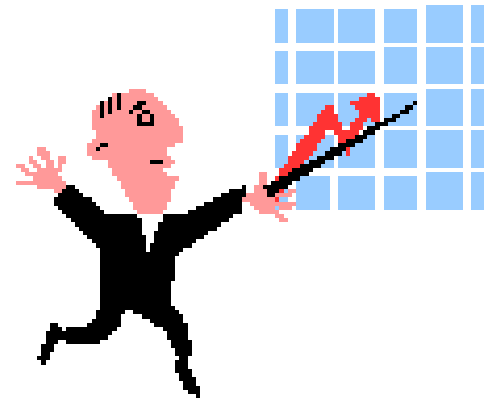
Acting/Unit Manager: Meghan Colautti

Acting/Team Leader: Catherine Gibbs

DSR Coordinators: Laura Handstock, Samantha Dooley, Tracy Laffan

DSR Statistics

- There are approximately 600 endorsed applicants for ongoing disability supports on the DSR.
- The DSR Team are currently receiving on average 90 DSR applications per month.
- Some months we have received up to 100.



DSR - Key Principles

- DSR Principles are from the 'DSR Guidelines (2008)'
- The DSR records **current** and **ongoing** need for disability support
- All individuals on the DSR are accepted as having a current need
- The DSR is **Not a crisis management tool**
- One record per person – new DSR overrides existing DSR
- The DSR request is the end result of a planning process
- The DSR enables clear & transparent resource allocation

Individualised Planning & Support (IP&S) Principles

DSR planning should:

- Be individualised
- Be directed by the person with a disability
- Utilise informal supports and encourage community connections
- Where possible, strengthen and build capacity within families
- Maximise choice and independence
- Facilitate tailored and flexible responses to individual goals & needs
- Evidence consent

Person Centred Planning!!

DSR cannot proceed until Target Group Assessment (TGA) has been completed

In the *Disability Act 2006* and in relation to a person, "disability" means:

- 1. Sensory, physical or neurological impairment or acquired brain injury or any combination thereof, which –**
 - is, or is likely to be, permanent; and
 - causes a substantially reduced capacity in at least one of the areas of self-care, self-management, mobility or communication; and
 - requires significant ongoing or long term episodic support; and
 - is not related to ageing; or

DSR cannot proceed until Target Group Assessment (TGA) has been completed

CONTINUED...

2. An intellectual disability. Intellectual disability, in relation to a person over the age of 5 years, means the concurrent existence of –

- significant sub-average general intellectual functioning; and
- significant deficits in adaptive behaviours –
- each of which became manifest before the age of 18 years; or

3. A developmental delay (which applies only to children under 6 years of age).

Determining Impact of Impairment or ABI on a person's life

Impact on Self-care

- Eating bathing showering dressing, personal hygiene and toileting etc.
- Is the person able to complete these activities without assistance?

Impact on self-management

- Can include being able to control emotions, behaviour, insight, memory, decision making etc
- Can the person complete activities they were previously responsible for?
- Eg. Paying bills, studying or managing the household?

Impact on mobility

- Moving about inside the home, in the community and in familiar and unfamiliar settings

Impact on communication

- Including expressive and receptive language

Determining Impact of Impairment or ABI on a person's life

Permanence or likely permanence

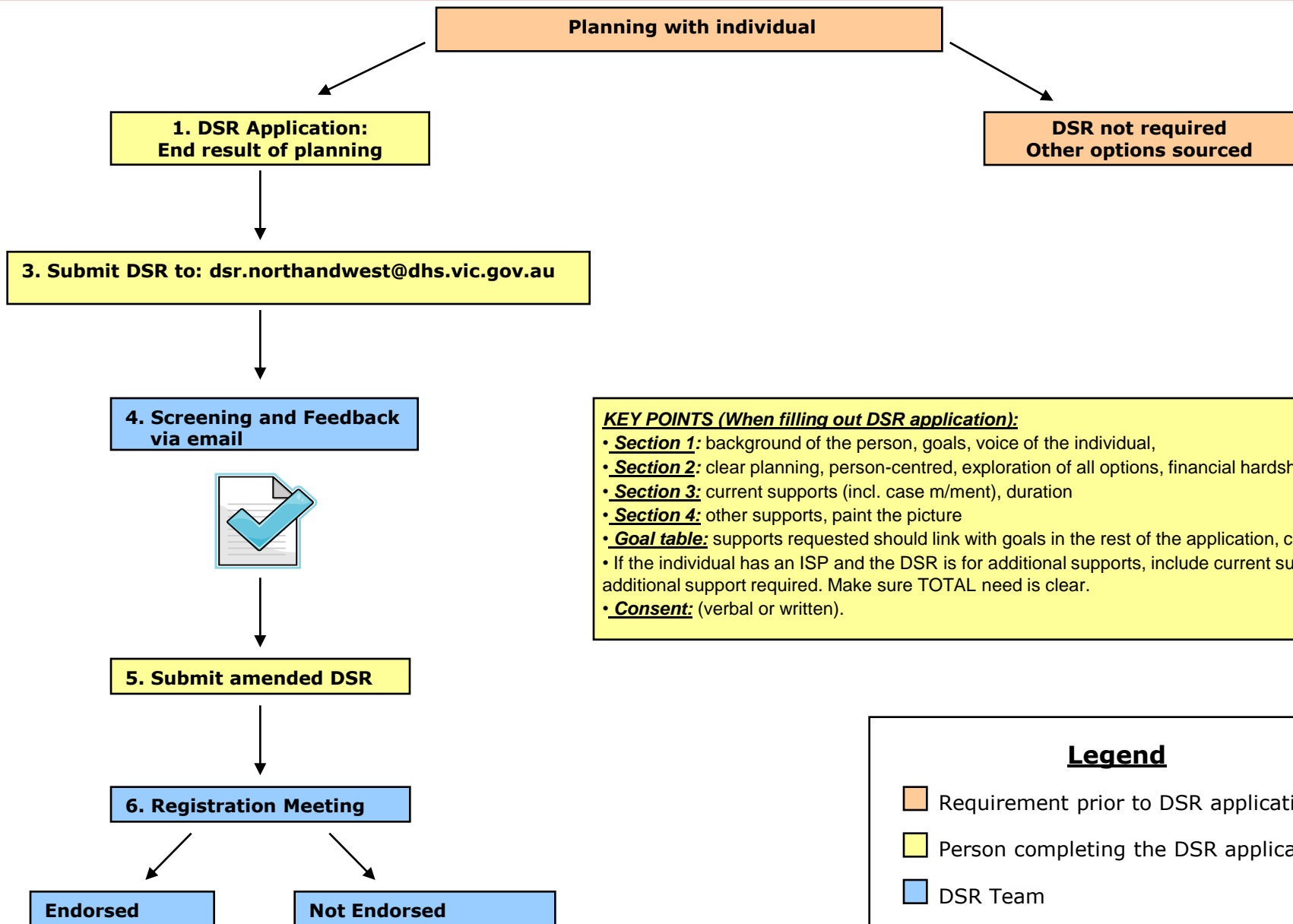
- Has the rehabilitation finished or is the impairment or ABI considered stable?
- Medical or other reports detailing the prognosis of the impairment or acquired brain injury

Significant long-term ongoing episodic support

- How much support is required? Who is providing it? Is this meeting the person's needs?

Not age-related

- Is the impairment or ABI related to the person's age?
- Is the diagnosis related to something that is common to people that are ageing?



KEY POINTS (When filling out DSR application):

- **Section 1:** background of the person, goals, voice of the individual,
- **Section 2:** clear planning, person-centred, exploration of all options, financial hardship,
- **Section 3:** current supports (incl. case m/ment), duration
- **Section 4:** other supports, paint the picture
- **Goal table:** supports requested should link with goals in the rest of the application, clear costing,
- If the individual has an ISP and the DSR is for additional supports, include current supports + additional support required. Make sure TOTAL need is clear.
- **Consent:** (verbal or written).

Legend

- Requirement prior to DSR application
- Person completing the DSR application
- DSR Team

DSR Registration Meeting

The person must be **within** the **target group** (That is – eligible to receive Disability Support under the Disability Act 2006)

- Is there a **current** and **on-going** need for support?
- Is there **evidence** that other supports have been explored?
- Is there evidence that **planning** has occurred in line with IP&S principles?
- Requested supports align with IP&S funding principles, and where appropriate supported accommodation principles

Team Leaders must review the application before forwarding to the DSR team

DSR Requests – Paint A Picture!!

- Current needs & situation – who is the person (not just their disability).
- What does the person want
- Reasons/circumstances for requesting support
- What has been tried and why hasn't it worked
- Options explored & support currently accessed
- Type and intensity of support (individualised support), including 12 month costing
- **Client profile** for Shared Supported Accommodation (SSA) or Day Activities include Service Needs Assessment (SNA)



Inappropriate Requests

Costs that **will not** be funded by Disability Services include but are not limited to:

- ✓ Transport e.g. tram, train, buses, taxi, etc.
 - ✓ Memberships e.g. sports, gym, etc.
 - ✓ Internet access
 - ✓ Utility bills e.g. gas, electricity, water, etc.
 - ✓ Recreational expenses e.g. camps, bowling, team uniform, etc.
- ✓ Disability Services **will not** under any circumstances fund the following:
- Facility based respite** – The financial hardship policy through the respite provider should be explored.
 - Ongoing case management** – Case management is an episodic service, as such is not able to be requested as a recurrent support.

Funding Principles

The DSR Guidelines (2008) state:

- The DSR “is not intended that Disability Services funding will cover costs that any other community member would reasonably be expected to pay”
- “Disability funded supports should not replace or duplicate other state, commonwealth and local services and supports already available in the community”

Exceptional Circumstances

...Unless there are **exceptional circumstances**. In this case the following will need to be explored and evidenced in the DSR application:

- Financial hardship
- Family contribution
- Cost effective solution

Please note – Where the above exceptions apply, the support still needs to be clearly linked to the individual's disability

Refer to **Individualised Support Package Guidelines**

http://www.dhs.vic.gov.au/disability/supports_for_people/individualsupportpackages/individual-support-package-guidelines

One-Off Requests

The DSR is for requests of ongoing disability supports.

Ideally one-off items should not be requested through the DSR.

Please be advised if you are requesting one-off items these are unable to be endorsed via the DSR Registration process but will be considered at the time of allocation.

Please Note: quotes are required for one off items

Important DSR Information

Ensure **supporting documentation** (letter from medical professional) is always provided to evidence prognosis or decline of clients condition. The DSR should be updated to reflect current circumstances.

Client profiles should be completed and submitted if requesting a Day Program or Shared Supported Accommodation.

A **Service Needs Assessment** (SNA) level is also required for a Day program requests. Please contact Intake & Response on 1800 783 783 for an assessment.

Role of DSR Coordinator – Assisting with DSR Requests

- The DSR Coordinator's role is to screen DSR requests and provide feedback where needed.
- Feedback is provided to seek clarification, make recommendations and obtain further information as part of the pre-registration process.
- The intent of feedback is to ensure the Registration Panel members have sufficient information to make a decision to register the request for support
- Feedback should be responded to within **4 weeks** to enable the DSR request to proceed to the Registration Panel

Resource Allocation

Supports are allocated when resources become available.

- Growth (new) funding
- Specific initiative funding for an identified group
- When a person in receipt of resources no longer requires their supports or their needs have changed.

The Priority for Access Process

- When the shortlist exceeds the number of resources available a Priority for Access Panel is convened
- The panel considers the shortlist and makes recommendations for resource allocation

Remember.....the DSR is not a waitlist – it's a Database.

DSR Priority For Access Panel

Panel members make decisions about resource allocation in line with the 'Resource Coordination & Allocation Guidelines (2008)'

Membership of the panel must include:

- Person with a disability
- Family member or carer of a person with a disability
- Representatives from Community Service Organisations (CSOs)
- Relevant regional representative from Disability Client Services (DCS), Disability Partnerships (DPASP) & Disability Accommodation Services (DAS) – NOT MORE THAN 60%

DSR ACTIVITY!

