

MEMBER CONSENT FOR THE USE OF ELECTRONIC MONITORING DEVICES INSTALLED IN GROUP HOMES

This form is for the use of electronic monitoring devices in programs and service settings funded by the Division of Developmental Disabilities (DDD) as outlined in the [Division's Provider Manual Chapter 42](#). It includes information about electronic monitoring.

IMPORTANT INFORMATION

- A support coordinator can help you fill out this form and will keep a copy in your file. If you agree with the monitoring devices being proposed, you will need to sign at the end of this form to indicate your agreement.
- This consent form is used only for Electronic Monitoring Devices installed by Responsible Person(s) and Qualified Vendors. This form will only be used if all Responsible Persons of Members who live in the home agree to permit the installation of Electronic Monitoring Devices in common areas.
- A common area means areas inside and outside the home for use by multiple individuals, including residents regardless of the number of individuals for which the area is designed. **Excluded areas: Bedrooms, toileting areas, and bathing areas.**

Once this form is complete, the **support coordinator will:**

1. Maintain a signed copy of this document in your file.
2. Give a copy to the Responsible Person.
3. Give a copy to the Qualified Vendor to be kept at the Service Site.

I. MEMBER'S INFORMATION

Last Name: _____ First Name: _____ M.I.: _____
 ASSIST ID: _____ Date of Birth: _____ Do you have a Responsible Person? Yes No
 If yes, name of Responsible Person.: _____

QUALIFIED VENDOR

Name: _____ Service Type: _____ Phone Number: _____
 Service Site Address: _____
 City: _____ State: _____ ZIP Code: _____

II. RESPONSIBLE PERSON/MEMBER INSTALLED

The Division/Qualified Vendor (DDD/QVA) will not be in control of any Electronic Monitoring devices installed by Responsible Persons or Members to include the data collected from those devices; therefore, we (DDD/QVA) would be unable to prevent the information collected from being shared with others.

The Qualified Vendor shall not access the live stream or recordings generated at the expense of the Responsible Persons without the written permission of all Responsible Persons for Members who live in the home.

If the Electronic Monitoring Device is maintained and monitored by the Responsible Persons, notify the Responsible Persons in writing that:

1. If consent for the use of Electronic Monitoring Devices is revoked at any time by any Member or Responsible Person the use of Electronic Monitoring Devices must cease immediately.
 - a. The Electronic Monitoring Devices must be removed from the setting by the Responsible Persons.
2. The Responsible Person(s) who install and pay for the Electronic Monitoring Devices are responsible for the maintenance and repairs of the Electronic Monitoring Devices. This may include any damage caused by the installation, removal, or other damage of the Electronic Monitoring Device regardless of who or what causes the damage.

For Electronic Monitoring Devices installed at the expense of the Responsible Persons the Qualified Vendor shall not:

1. Turn off or on the Electronic Monitoring Device.
2. Cover up or in any way obscure the ability of the Electronic Monitoring Device to have full view of the area chosen by the Responsible Person.
3. Move the Electronic Monitoring Device.
4. In any other way assist or hamper the operation of and use of the Electronic Monitoring Device.

III. QUALIFIED VENDOR INSTALLED

A Qualified Vendor may allow Responsible Persons of Members who live in the home to share in the cost of the installation, oversight, and monitoring of Electronic Monitoring maintained by the Qualified Vendor if the Responsible Party agrees to the arrangement. For further details, refer to the Qualified Vendor’s policy manual regarding how the information will be stored and shared.

1. The Qualified Vendor shall post a clearly legible sign at each entrance to the premises and ensure the sign states that Electronic Monitoring Devices are in use on the premises.
2. Signs are clearly visible.
3. Signs are printed with a size and font that is easily readable from a reasonable distance.
4. The methods that shall be used to secure the record;
 - a. A list of all individuals allowed access to the records
 - b. The reporting method to be used in the event of any breach in the security of the record or misuse of the Electronic Monitoring Devices.
5. Produce records upon request of a Responsible Person, the Division, law enforcement, protective agencies, and other persons and entities entitled to access public records under the law.
6. Member or Responsible Person has been provided the Qualified Vendors policy.

IV. RESPONSIBLE PERSON ACKNOWLEDGEMENT

My support coordinator has explained each of the following to me *(check those that apply)*:

I have the right to say “no” to the use of monitoring technology and can also stop, or suspend the use of Electronic Monitoring Devices to include devices installed by the either the Qualified Vendor and/or Responsible Persons.

This authorization expires 12 months from the date I sign this form.

V. AGREEMENT

I agree to the use of Electronic Monitoring Devices as this document and my planning document describes it.

I do not agree to the use of **Electronic Monitoring Devices**.

Member/Responsible Person Signature: _____

Relationship to Member: _____ Date: _____

V. REVOKE CONSENT

I no longer consent to the use of Electronic Monitoring Devices.

Member/Responsible Person Signature: _____

Relationship to Member: _____ Date: _____