



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona



Division of Developmental Disabilities
January 4, 2024

- Announcements
- Supported Decision Making - Melanie Soto, State Director at The Arc of Arizona, and Sey In, Attorney with the Arizona Center for Disability Law (ACDL)

If you joined late, click the interpretation button at the bottom of your Zoom screen and select English or Spanish to hear the meeting.
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DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona



Announcements



DEPARTMENT OF ECONOMIC SECURITY


Your Partner For A Stronger Arizona



Locating Resources on The DES/DDD Websites

Language Translation Availability

<https://des.az.gov>



Ziyarci OpenBooks Ombudsman- Mataimakin Jama'a Nemo bayanai akan COVID-19 AZ.Gov az.gov

Bincika

Sashen Tsaron Tattalin Arziki na Arizona
Abokin Huldarku don Karfin Arizona

SEARCH UP AZ

Hausa

Game da Ayyuka Yaya zan yi? Cibiyar Takardu Cibiyar Media Locator of Office Rahoton Zamba



Abubuwan Ci gaban Al'umma Shida don Iyaye A Lokacin Watan Hadin Iyali

Watan Nuwamba shine Watan Hadin Kan Iyali, kuma ana nufin sanin muhimmiyar rawar da iyaye da dangi ke takawa a rayuwar yara. Anan akwai albarkatun al'umma na kula da yara guda shida don iyaye masu ra'ayin haɓaka yara.



Angie's Blog

Kyautar DES tana Korar Lokacin Hutu mai haske don Abokan ciniki
Juma'a 15 ga Disamba, 2023

Sashen Tsaron Tattalin Arziki na Arizona (DES) yana sadaukar da kowace rana don hidima ga daidaiƙun mutane, iyalal da al'ummomi a duk fadin jihar. Ko yin alki kai tsaye tare da abokan cinikinmu don taimaka musu...

Rubutun Blog na Kwanan nan

Watan Mai Kula da Iyali: DES Ta Yi Bikin Masu Kula da Iyali Suna Taimakawa Masoyinka
Makon Koyarwa na Arizona. Gwamna Hobbs da DES sun Sanar da Mahimman Zuba Jari a cikin Koyan Koyarwa #EndDVinAZ: DES Ta Gane Watan Fadakarwa da Rikicin

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Language Translation Availability

<https://des.az.gov>



The screenshot displays the Arizona Department of Economic Security (DES) website. The header includes the DES logo, the text "Arizona Department of Economic Security" and "Your Partner for a Stronger Arizona", and a search bar. A navigation menu contains links for "About", "Services", "How do I?", "Documents Center", "Media Center", "Office Locator", and "Report Fraud". A red circle highlights a language translation dropdown menu in the top right corner, which is open to show a list of languages including English, Afrikaans, Albanian, Amharic, Arabic, Armenian, Azerbaijani, Basque, Belarusian, Bengali, Bosnian, Bulgarian, Catalan, Cebuano, Chichewa, Chinese (Simplified), Chinese (Traditional), Corsican, and Croatian. Below the header, there is a featured article titled "A Father Experiences Years of 'Unmatched Professionalism and Courtesy' from DCSS Program and Caseworker" and a "Recent Blog Posts" section.

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Language Translation Availability

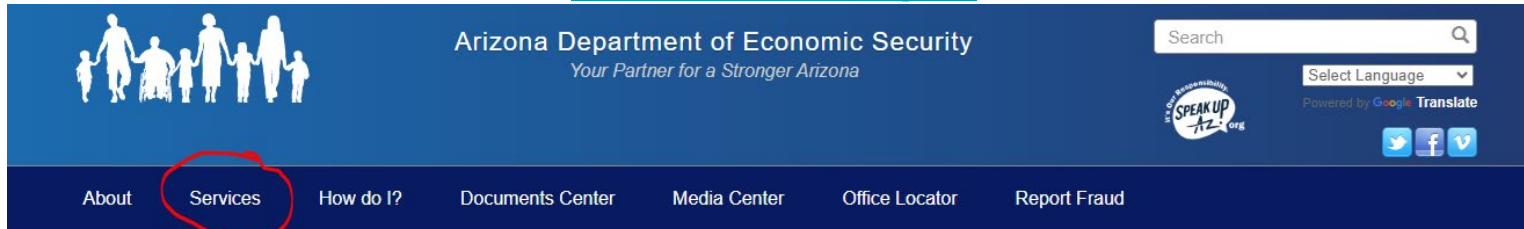
For help with translation

- Call 844-770-9500, option 1, or
- Email the translation request to DDDCustomerServiceCenter@azdes.gov

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Start at DES Homepage → Services

<https://des.az.gov>



The screenshot shows the top navigation bar of the DES website. On the left is a logo of a family silhouette. The center contains the text "Arizona Department of Economic Security" and "Your Partner for a Stronger Arizona". On the right is a search bar, a language selection dropdown menu, and social media icons for Twitter, Facebook, and YouTube. Below this is a dark blue navigation menu with the following items: "About", "Services" (circled in red), "How do I?", "Documents Center", "Media Center", "Office Locator", and "Report Fraud".



The screenshot shows a banner for the "Food Assistance" service. The background is a photograph of baskets filled with fresh produce like apples and oranges. A dark purple text box is overlaid on the bottom left of the image. The text in the box reads: "Food Assistance" followed by "Food assistance programs available through DES and its community partners increase food security and reduce hunger by providing children, low-income individuals, and seniors with access to nutritious food." Navigation arrows are visible on the left and right sides of the banner.

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DES Services → Developmental Disabilities

Services

Basic Needs ▾

- [Adult Protective Services \(APS\)](#)
- [Food Assistance](#)
- [Medical Assistance](#)
- [Refugee Resettlement](#)
- [Shelter and Housing](#)
- [Domestic Violence Support](#)
- [Sexual Violence Support](#)

Child and Family ▾

- [Cash Assistance](#)
- [Child Care](#)
- [Child Support Services](#)
- [Community Resources](#)

Disabilities ▾

- [Developmental Disabilities](#)
- [Early Intervention](#)
- [Achieving a Better Life Experience](#)

Services



The Department of Economic Security (DES) is the safety net agency for the State of Arizona. As one of the largest agencies in state government, DES serves more than 2 million Arizonans annually through more than 40 programs that address the social and economic needs of those we serve. DES's more than 8,000 employees serve Arizonans from Phoenix to Tucson, Yuma to Flagstaff and from Douglas to Page. The agency's tagline: "Your Partner for a Stronger Arizona" is intended to frame the work efforts toward growing the capacity of Arizonans in need of safety net services, and where possible, reduce their dependency on those vital supports.

View a list of DES services classified by the DES client's needs:

- [Services Provided by DES - English](#)
- [Services Provided by DES - Spanish](#)

[Basic Needs](#)

[Child & Family](#)

[Employment](#)

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DDD Homepage → Members & Families

<https://des.az.gov/ddd>

Developmental Disabilities

Members & Families

Find Out If You Are Eligible for Services

Providers & Vendors

Licensing & Certification

Initiatives and Results

DDD Health Plans Information

Policy & Rules

Public Councils & Committees

Contact Developmental Disabilities

How To Print Page Content

Language Assistance

Job Openings

Developmental Disabilities



Our Mission

The Division of Developmental Disabilities empowers individuals with developmental disabilities to lead self-directed, healthy and meaningful lives. DDD provides supports and services for eligible Arizonans. DDD provides supports and services to individuals diagnosed with one of the following developmental disabilities:

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The Page Will Look Like This

The screenshot displays the Arizona Department of Economic Security website. The header features the department's logo, a search bar, and a 'Select Language' dropdown menu. The main navigation bar includes links for 'About', 'Services', 'How do I?', 'Documents Center', 'Media Center', 'Office Locator', and 'Report Fraud'. The breadcrumb trail reads: 'Home / Services / Disabilities / Developmental Disabilities / Member and Family Resources'.

Developmental Disabilities

- Members & Families
- Find Out If You Are Eligible for Services
- Providers & Vendors
- Licensing & Certification
- Initiatives and Results
- DDD Health Plans Information
- Policy & Rules
- Public Councils & Committees
- Contact Developmental Disabilities
- How To Print Page Content
- Language Assistance
- Job Openings

Contact DDD

DES DDD Customer Service Center
DDDCustomerServiceCenter@azdes.gov
Toll Free (844) 770-9500 option 1
TTY/TDD 711
Fax: (602) 542-6870

Office Hours:
Monday - Friday, 8:00 a.m. - 5:00

Member and Family Resources

Quick Links

- Office of Individual & Family Affairs
- Member Types
- Available Supports and Services
- Behavioral Health Resources
- Community Resources
- Informational Videos
- Search for a DDD Provider
- Vendor Profiles
- Prevent Abuse, Neglect & Exploitation
- Member News Signup
- Member Records Requests
- Monthly Town Hall Information
- Electronic Visit Verification (EVV)
- Actions Related to COVID-19
- Provide DDD Feedback

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Scroll Down → Member Manuals and Policies

Member Manuals and DDD Policies

Member Manuals and Resources

- [Arizona Long Term Care System \(ALTCS\) Member Handbook \(English\)](#)
- [Arizona Long Term Care System \(ALTCS\) Member Handbook \(Spanish\)](#)
- [Community Resource Guide](#)
- [Navigating the System](#)
- [DDD Member Rights and Responsibilities](#)
- [Caregiver Resource Guide](#)
- [DDD Clinical Practice Guidelines](#)

DDD Policy Manuals

Always reference policy posted online to ensure you are following the policy currently in effect. DDD Policy includes seven manuals. If you don't know where to find the information you are looking for, visit the Policy Library and search the Complete Set of DDD Policies or by specific manual.

[Policy Manual Library](#)

[AHCCCS Financial Reporting Guides](#)

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Resource: Arizona Long Term Care (ALTCS) Member Handbook

Arizona Long Term Care (ALTCS) Member Handbook

- Link: <https://des.az.gov/file/33452/download>
- What it is:

A handbook for people eligible for the Division and the Arizona Long Term Care System (ALTCS). Provides information about ALTCS eligibility and outlines covered services, as well as how to get a Primary Care Provider and behavioral health/crisis services. Explains the DDD Health Plans, what to do if you move, and the role of family members as decision-makers in treatment planning, along with all other aspects of the program.

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Resource: Community Resource Guide

Community Resource Guide

- **Link:** <https://des.az.gov/sites/default/files/dl/DDD-2116A.pdf?time=1704238173559>
- **What it is:**

Includes information on Community Resources, Community Information and Referral Services, Assistance with Care Directives, Directive Forms, Information, and Related Legal Matters, Legal Aids, Advocacy Organizations, Behavioral Health Advocacy and Advocacy Systems, ALTCS Advocacy, and Tobacco Cessation

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Resource: Navigating the System

Navigating the System

- Link: <https://des.az.gov/file/13138/download>
- What it is:

Designed to help people understand the many systems they may work with. Explains DDD to include its mission, using its website, eligibility, ALTCS eligibility, the role of a Support Coordinator, what Targeted Support Coordination means, and Planning documents, among many other details. Also includes an appendix of commonly used acronyms and what they mean.

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Resource: DDD Member Rights

DDD Member Rights and Responsibilities

- Link: <https://des.az.gov/file/3648/download>
- **What it is:**

Outlines the rights of people with developmental disabilities, including human and civil rights that the laws of the United States and the State of Arizona give to everyone, and the rights of people enrolled in DDD, among others. Explains how to file a grievance, how to report Abuse Neglect and Exploitation. Includes confidentiality practices related to a person's Protected Health Information and how to file a Health Insurance Portability and Accountability Act (HIPAA) complaint.

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Resource: Resources for Caregivers

Resources for Caregivers

- Link: <https://des.az.gov/file/25949/download>
- What it is:

Developed as part of the Abuse and Neglect Prevention Task Force and includes statewide resources, websites, and contact information for Family and Professional Caregivers, Crisis Hotlines and Warmlines, Respite Services, and Self Care and Compassion Fatigue resources. Also lists tools for caregiving assessment, providing care, and preparing for emergencies.

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Scroll Down → Member Manuals and Policies

Quick Reference Guides

General

- [Support Coordination \(English/Spanish\)](#)
- [Getting the Most from Your Pharmacy Benefits](#)
- [Arizona's Achieving a Better Life Experience \(ABLE\) Program](#)
- [What to Do If You Have an Emergency \(English/Spanish\)](#)
- [Naloxone to Treat Opioid Overdose/Naloxona para Tratar la Sobredosis de Opioides](#)

Eligibility

- [DDD Eligibility Application Process \(English\)](#)[El proceso de solicitud para la elegibilidad para la DDD \(Spanish\)](#)
- [DDD Eligibility for Children Birth to Three Years \(English/Spanish\)](#)
- [DDD Eligibility for Children Ages 3 to 6 Years \(English/Spanish\)](#)
- [DDD Eligibility for Ages 6 to Adult \(English/Spanish\)](#)
- [What is "DDD Eligibility Redetermination"? \(English/Spanish\)](#)
- [AHCCCS Eligibility Redeterminations](#)

Employment

- [What is Employment First? \(English/Spanish\)](#)
- [How DDD and Vocational Rehabilitation \(VR\) Work Together \(English/Spanish\)](#)
- [DDD Employment Services \(English/Spanish\)](#)

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Start at DES Homepage → Documents Center

<https://des.az.gov>



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The banner features a photograph of a man in a blue shirt operating a machine in a factory setting. A dark blue text box is overlaid on the bottom left of the image. The text in the box reads: "NDEAM: National Disability Employment Awareness Month" and "During National Disability Employment Awareness Month (NDEAM), DES proudly recognizes the many benefits of hiring individuals with disabilities." Navigation arrows are visible on the left and right sides of the banner.

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Search for Any DES Documents by Keyword

Documents Center Reports, Forms, Pamphlets and Policies

You can search for [reports](#), [forms](#), [policies](#) and [pamphlet and posters](#) with information about specific programs and services.

Find a Document



1. Click on the tab that corresponds with the type of document type you are looking for, or click on the "All Documents" tab to search through all available documents. You can refine your search by selecting a category from the **Filter by Category** drop-down.
2. Type in a number or keyword in the "**Search by Name, Number, or Keyword**" box and click the **Search** button. When searching for a document by the exact title (form name), place the title within quotation marks.
3. You can click on the column headers to sort the search results.

All Documents Forms Reports Policies + Procedures Flyers + Pamphlets

Filter by Category
Select All

Search by Name, Number, or Keyword

Search Reset

Download	Number	Name	Effective Date
 762.35 KB	Statistical Bulletin September 2023	Statistical Bulletin September 2023	10/19/2023
 2.19 MB	DCAD Policy Manual	DCAD Consolidated Policy Manual	10/18/2023

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Resource: Services Provided by DES

Services Provided by DES

- **Link:** <https://des.az.gov/file/10496/download>
- **What it is:**

Describes each of the Divisions within DES and the services they provide. It includes The Arizona Early Intervention Program, Aging and Adult Services, Benefits and Medical Eligibility, Community Assistance and Development, Child Care, Child Support Services, Developmental Disabilities, and Employment and Rehabilitation Services.

- **Document Center Search:** [DES-1139A](#)

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Resource: Recognize, Report and Prevent Abuse, Neglect and Exploitation

Recognize, Report and Prevent Abuse, Neglect and Exploitation

- Link: <https://des.az.gov/file/26002/download>

- **What it is:**

Explains what Abuse, Neglect, and Exploitation are, and includes factors that can cause abuse, neglect, or exploitation. Lists things individuals, families, and communities should and should not do to prevent abuse, neglect, and exploitation, explains some physical indicators of abuse, and explains how to report abuse, neglect or exploitation for children and adults.

- **Document Center Search:** [DES-1222A](#)

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Resource: DDD Eligibility Packet

DDD Eligibility Packet

- **Link:** <https://des.az.gov/file/20595/download>
- **What it is:**

Includes information on how DDD eligibility is determined, such as the required diagnosis or evaluations depending on the age of the person applying for DDD, a checklist to assist in ensuring all the information needed to determine eligibility is included in the application packet, the application document, and information on how to qualify for DDD.

- **Document Center Search:** [DDD-2069A](#)

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DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona



Member Advisory Council Survey Coming Soon

Member Advisory Council

- DDD is developing a new Member Advisory Council
- Seeking Volunteers representing the diverse DDD community who are interested in joining the council
- The council will consist of members, family members, professionals, advocates and DDD leaders
- Watch for a survey to complete in the next couple of months if you are interested

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Member Advisory Council

- The purpose of the Member Advisory Council (MAC)
 - Gather input, discuss issues and barriers, identify challenges and barriers, problem solve, share information, and strategize on ways to strengthen the service delivery system
 - Provide input and suggestions for agenda topics for future Public Town Hall Events
 - MAC meetings will occur quarterly

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DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona



Questions?

Arizona Supported Decision-Making

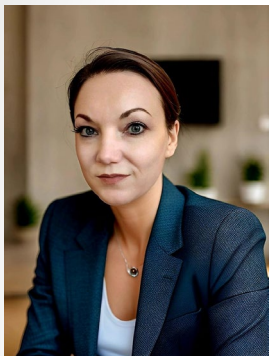


**For People with Disabilities
and their Supporters**

**Supported Decision-Making
Project is Funded by
Arizona Developmental Disabilities Planning
Council**



Presenters



Melanie Soto is the State Director for The Arc of Arizona. She has been with The Arc for 21 years and has spent her entire career supporting and advocating for the IDD community. She has served on various advisory committees and coalitions including those focused on guardianship & supported decision-making training and supports.



Sey In is a staff attorney with the Arizona Center for Disability Law (ACDL). He has been with ACDL for 5 years working on various issues involving healthcare and civil rights matters. He has trained various stakeholder groups on supported decision-making.

Disclaimer: The information discussed in today's presentation is for educational/informational use only. Participation in this presentation does not create an attorney-client relationship.

Decision-making and autonomy

SDM

- Individual retains decision-making rights.

Less Restrictive
Alternatives

- Legally recognized options that enables an individual to appoint an agent.
- Examples: POA, HPOA, Delegation of Educational Rights, and Rep Payee.

Limited
Guardianship

- Tailored guardianship where an individual loses specifically petitioned rights.

Conservatorship
/ Guardianship

- Conservator – guardian of the estate; Guardianship – guardian of the individual.
- Individual loses all decision-making rights.

So Why Consider Other Alternatives?

- Restrictive
- Individuals under guardianship become depressed, despondent
- May not align with disability rights and advocacy
- Undoing a guardianship is extremely difficult, expensive

Legal Definitions and Obligations

- A guardian is someone who has the legal authority to care and make decisions for another.
- A person subject to guardianship is someone who is impaired by reason of mental illness, mental deficiency, mental disorder, physical illness or disability... to the extent they do not have sufficient understanding to the extent that they lack sufficient understanding or capacity to make or communicate responsible decisions.
- A guardian is appointed to help the individual when the individual, because of their disability, is unable to communicate and care for themselves.

Individual rights

Voting

Healthcare
Decisions

Education
or Training

Consenting
to Marriage

Financial
Decisions

Rights of an Individual Subject to Guardianship

- Due Process Protections
 - Right to have notice of the guardianship proceedings
 - Right to contest the guardianship
 - Right to counsel
 - Right to submit evidence
 - Right to a jury trial

Powers and Duties of a Guardian A.R.S. § 14-5312

- Care, comfort and maintenance
- Training and education if appropriate
- Find the most appropriate and least restrictive setting
- Finding appropriate medical and psychological care
- Must take the individual's values and wishes into account

Limited Guardianship

- A limited guardianship can be requested with the following specific powers:
 - Consenting to medical treatment
 - Arrange education or training
 - Apply for public assistance or social services
 - Consenting to outpatient mental health care and treatment
 - Consent to make living arrangements
 - Consent to marriage
- Driving and **Voting** Privileges
 - A person for whom a limited guardian is appointed shall retain the right to vote if the person files a petition, has a hearing, and the judge determines by clear and convincing evidence that the person retains sufficient understanding to exercise the right to vote.

More about voting under limited guardianship

- What does the law say?
 - A person for whom a limited guardian is appointed shall retain the right to vote if the person files a petition, has a hearing, and the judge determines by clear and convincing evidence that the person retains sufficient understanding to exercise the right to vote.
- How do you file a petition?
 - Go to the courthouse, in your county, or visit them online, and ask for the form to fill out

School to Guardianship Pipeline

- The goal: gain skills, learn about decision making, become independent
- The reality: schools encourage parents to become guardians of their children
- Transfer of rights

Supported Decision-Making Becomes Law

- A.R.S. § 14-5722
- Details the scope, rights and obligations of supported decision-making agreements
- Discusses the supporters' roles
- Includes a template form



Supported Decision-Making Becomes Law

- Key Points
 - The supporter is not the decision-maker
 - The supporter is to be expected to assist in accessing, collecting, and obtaining information
 - The supporter is expected to assist the individual in understanding the information
 - The supporter is expected to assist in communicating the individual's decisions

SDM Becomes Law Continued

- A SDM agreement becomes void if a person is placed under guardianship.
 - BUT, a SDM agreement can be used as evidence to remove guardianship (not a guarantee)
- How do you initiate the process?
 - Start with the individual
 - Identify the areas where the individual may need support (finances, education, healthcare)
 - Identify some questions that may arise (How do I check my balance online? How do I sign up for classes? What are some side effects of the prescription being prescribed?)
 - Identify the individual's close circle and what everyone's expertise is

A Note on Guardianship

- SDM will not be an appropriate option for every individual
- Some individuals will need guardianship and each case should be looked at on an individual basis
- SDM should be considered first because it falls in line with the disability right's movement of each individual should be given an opportunity to live self-directed lives
- We all should PRESUME capacity

Supported Decision-Making



**What is Supported
Decision-Making?**

Choices, choices, choices...



Sometimes we ask for help

HELP !



And that's –

Supported Decision-Making

Making decisions can be a lot of responsibility!

If that's the case, **Supported Decision-Making** might be a good solution

- Helps people with disabilities keep their rights as adults
- Offers guidance and assistance from people they trust
- **Creates a formal network of volunteer supports to help a person with a disability make decisions and life choices**

Supporters

Volunteers who help person with disability make decisions

Could include:

- Family members and caregivers
- Personal and family friends
- Teachers and counselors
- Religious or faith leaders
- Coaches or recreation specialists
- Employment specialists and/or employers
- Financial and legal advisors
- Healthcare professionals (medical, dental, psychological/psychiatric)

All sign a legal Agreement to do what's best for person with a disability

So, what is Supported Decision-Making?

It's people with disabilities retaining their rights

It's volunteer supporters providing guidance and assistance

It's individuals with disabilities utilizing the support of people they trust to make their own decisions about the direction of their lives

Supported Decision-Making



**Deciding if Supported
Decision-Making is Right for You**

Deciding if Supported Decision-Making is Right for You

Supported decision-making is all about receiving the right support at the right time to live as independently as possible.

Supported Decision-Making requires capacity to:

- **Communicate wants and needs**
- **Make decisions for self**
- **Learn from mistakes**

Ask Yourself This:

**Given the right support,
can the person with the
disability make decisions
for himself or herself?**

If the answer is “YES” ...



Planning is ESSENTIAL

- Charting the LifeCourse Toolkit

<https://www.lifecoursetools.com/lifecourse-library/exploring-the-life-domains/supported-decision-making/>



This tool was designed to assist individuals and supporters with exploring decision making support needs for each life domain.

Name of Individual: _____

Name of person completing this form: _____

Relationship to individual (circle one): Self Family Friend Guardian Other: _____

How long have you known the individual? _____

For each question below, mark the level of support you need when making and communicating decisions and choices in the Charting the LifeCourse life domains.

--	--	--



Daily Life & Employment

Can I decide if or where I want to work?			
Can I look for and find a job? (read ads, apply, use personal contacts)			
Do I plan what my day will look like?			
Do I decide if I want to learn something new and how to best go about that?			
Can I make big decisions about money? (open bank account, make big purchases)			
Do I make everyday purchases? (food, personal items, recreation)			
Do I pay my bills on time? (rent, cell, electric, internet)			
Do I keep a budget so I know how much money I have to spend?			
Am I able to manage the eligibility benefits I receive?			
Do I make sure no one is taking my money or using it for themselves?			



Healthy Living

Do I choose when to go to the doctor or dentist?			
Do I decide/direct what doctors, medical/health clinics, hospitals, specialists or other health care providers I use?			
Can I make health/medical choices for my day-to-day well-being? (check-ups, routine screening, working out, vitamins)			
Can I make medical choices in serious situations? (surgery, big injury)			
Can I make medical choices in an emergency?			
Can I take medications as directed or follow a prescribed diet?			
Do I know the reasons why I take my medication?			
Do I understand the consequences if I refuse medical treatment?			
Can I alert others and seek medical help for serious health problems?			
Do I make choices about birth control or pregnancy?			
Do I make choices about drugs or alcohol?			
Do I understand health consequences associated with choosing high risk behaviors? (substance abuse, overeating, high-risk sexual activities, etc.)			
Do I decide where, when, and what to eat?			
Do I understand the need for personal hygiene and dental care?			

Continue on back »



For each question below, mark the level of support you need when making and communicating decisions and choices in the Charting the LifeCourse life domains.

--	--	--



Social & Spirituality

Do I choose where and when (and if) I want to practice my faith?			
Do I make choices about what to do and who to spend time with?			
Do I decide if I want to date, and choose who I want to date?			
Can I make decisions about marriage? (If I want to marry, and who)			
Can I make choices about sex, and do I understand consent and permission in regard to sexual relationships?			



Safety & Security

Do I make choices that help me avoid common environmental dangers? (traffic, sharp objects, hot stove, poisonous products, etc.)			
Do I make plans in case of emergencies?			
Do I know and understand my rights?			
Do I recognize and get help if I am being treated badly? (physically, emotionally or sexually abused, or neglected)			
Do I know who to contact if I feel like I'm in danger, being exploited, or being treated unfairly? (police, attorney, trusted friend)			



Community Living

Do I decide where I live and who I live with?			
Do I make safe choices around my home? (turning off stove, having fire alarms, locking doors)			
Do I decide about how I keep my home or room clean and livable?			
Do I make choices about going places I travel to often? (work, bank, stores, church, friends' home)			
Do I make choices about going places I don't travel to often? (doctor appointments, special events)			
Do I decide how to get to the places I want or need to go? (walk, ask a friend for a ride, bus, cab, car service)			
Do I decide and direct what kinds of support I need or want and choose who provides those supports?			



Advocacy & Engagement

Do I decide who I want to represent my interests and support me?			
Do I choose whether to vote and who I vote for?			
Do I understand consequences of making decisions that will result in me committing a crime?			
Do I tell people what I want and don't want? (verbally, by sign, device), and tell people how I make choices?			
Do I agree to and sign contracts and other formal agreements, such as powers of attorney?			
Do I decide who I want information shared with? (family, friends etc.)			





Past Life Experiences

What helps me UNDERSTAND the issues and my options?

What has helped me COMMUNICATE my preferences, choices, and decisions?

What has helped me FOLLOW THROUGH on my choices and decisions?

What were past barriers that made it hard for me to understand, communicate, or follow through with my choices and decisions?

Moving Forward

What do I need now to help me UNDERSTAND the issues and my options?

What do I need now to help me COMMUNICATE my preferences, choices, and decisions?

What do I need to help me FOLLOW THROUGH on my choices and decisions?

What needs to happen to avoid barriers that make it hard for me to understand, communicate, or follow through with my choices and decisions?

Vision for What I Want

What decisions and choices do I want to make myself or with help from my supporters?

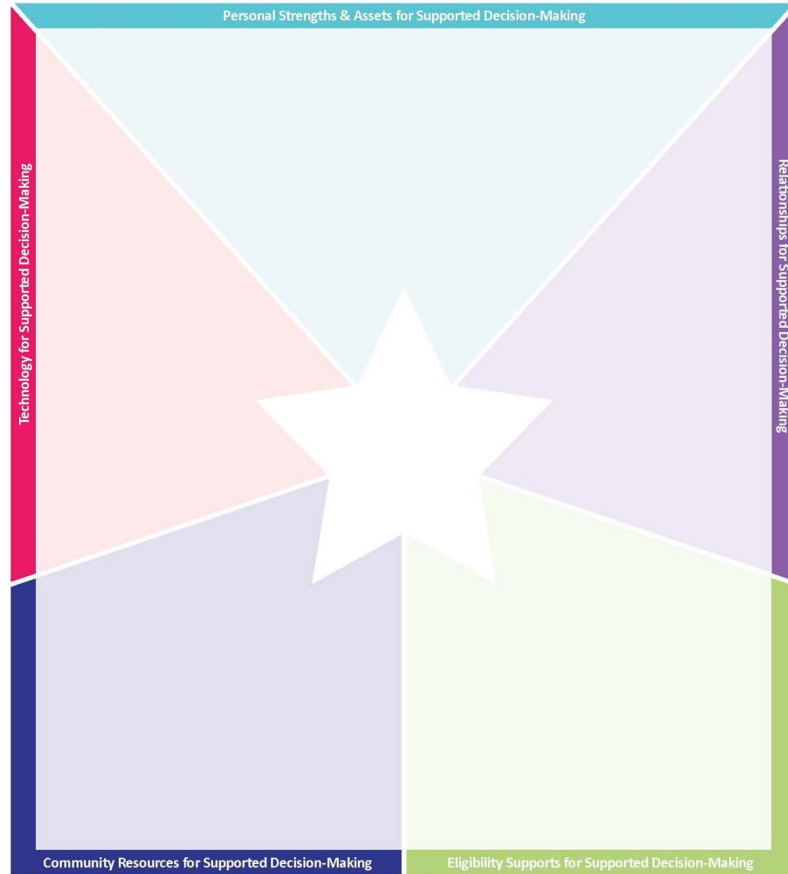
My vision for a good life

What I Don't Want

What decisions and choices do I NOT want someone else making for me or without my input or approval?

Not a good life





**Remember: SDM involves
individuals with disabilities making choices**



with the proper support

Needs differ...and so does every Plan

Here's an example:

Area of Support	How I Would like Support
Finances	<ul style="list-style-type: none">• Assist with paying my bills on time• Assist with managing my bank account
Medical	<ul style="list-style-type: none">• Attend doctor appointments with me to make sure I understand what the doctor says• Assist with organizing my medication
Employment	<ul style="list-style-type: none">• Assist with finding a job I will like• Assist with filling out job applications• Assist with making sure I know how to get to my job safely and on time

When you're planning, always remember:

- **The person with the disability is the ultimate decision-maker**
- **Supporters are there to support, not supplant**
- **Ability to communicate needs, wishes & desires is essential – whatever the method**
- **Life is complex and varied – consider the wide range of individual's activities, desires, aspirations, needs, plans, and so forth**
- **Invest the necessary time – it will pay off!**

Supported Decision-Making



**Choose the Right Support
Person/Team**

Supporters should be someone you trust

- **Supporters may be asked to assist in areas that are very personal**
- **The person should feel safe and know they can trust their supporter with personal information**

Supporters should have knowledge

- **Supporters should have some knowledge or experience in the area they are asked to support**

OR supporters will know who to ask and what types of questions to ask

Supporters should not be biased

- **Supporters should not provide advice or support based on how it will benefit them**
- **Supporters must not act with self-interest and help advocate for the individual's choices**
- **Information provided must be clear and accurate**

You can have more than one supporter

- **You can have Supported Decision-Making agreements with more than one supporter**
- **Having more than one supporter prevents people from feeling overwhelmed**
- **Multiple supporters help prevent abuse and fraud because more people are watching**

You can change your support person

- **Supported Decision-Making agreements are revocable**
- **The supporter and the person with a disability can end or change the agreement anytime**



Identify possible supporters

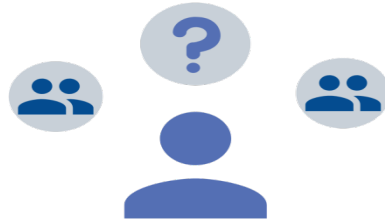
- Creating a chart is a good way to keep track of possible choices
- Identify possible supporters, their areas of support, how we will like their help



Possible Supporters Example

Supporter	Area of Support	How Would I Like Them to Support Me
Charley Patton	Financial	<ul style="list-style-type: none">· Assist with paying bills· Assist with going to the bank· Assist with paying rent on time
Bessie Smith	Medical	<ul style="list-style-type: none">· Attend doctor appointments with me· Assist with explaining to the doctor how I feel· Assist with setting up my medication schedule
Robert Johnson	Employment	<ul style="list-style-type: none">· Assist with finding transportation· Assist filling out applications

Supported Decision-Making



**Supported Decision-Making
Agreements**

What Is a Supported Decision-Making Agreement?

A Supported Decision-Making Agreement is:

- An Arrangement between two people
- A Description of Responsibilities
- An Explanation of Supporter's Rights
- **A Document that Helps Inform Others a Formal Relationship Exists**

Why Do I Need an Agreement?

A Supported Decision-Making Agreement puts into writing exactly what a person with a disability expects from his or her Supporters.

This Agreement protects the privacy of a person with a disability by defining what information a Supporter is allowed to receive or see.

It also lets people who provide services – like doctors, lawyers, and support coordinators – know that Supporters can participate in appointments and decision-making.

A Sample Supported Decision-Making Agreement

Several Sections:

- **Appointment of a Supporter**
- **Effective Date**
- **Consent of Supporter**
- **Signatures & Notarization**

Sample Supported Decision-Making Agreement

Appointment of supporter

I _____, (Name of adult, (the "Decision-Maker")),
am of sound mind and enter into this agreement voluntarily.

My disabilities are: (describe briefly)

_____.

I choose _____ to be my
supporter.

Supporter's Address: _____

Supporter's Telephone Number: _____

Supporter's Email Address: _____

Supporter's role and limitations on that role

My supporter may help me with life decisions about each of the following which I have
marked with an "x" (check those that apply):

Yes ___ No ___ obtaining food, clothing and a place to live.

Sample Supported Decision-Making Agreement

Appointment of Supporter (continued)

Yes ___ No ___ my physical health and health services.

Yes ___ No ___ my mental health and mental health services.

Yes ___ No ___ managing my money or property.

Yes ___ No ___ getting an education or other training.

Yes ___ No ___ choosing and maintaining my services and supports.

Yes ___ No ___ finding a job.

Yes ___ No ___ other: _____ (specify)

Yes ___ No ___ my supporters may see my private health information under the health insurance portability and accountability Act of 1996 (P.L. 104-191) if I first choose to provide a signed release.

Yes ___ No ___ my supporters may see my educational records under the Family Educational Rights and Privacy Act of 1974 (20 United States Code Section 1232g) if I first choose to provide a signed release.

This agreement is effective when signed and will continue until _____ (date) or until my supporter or I end the agreement or the agreement ends by operation of law, including the appointment of a guardian for me.

Sample Supported Decision-Making Agreement

Effective Date of Supported Decision-Making Agreement

This supported decision-making agreement is effective immediately and will continue until (insert date) or until the agreement is terminated by my supporter or me or by operation of law.

Signed this _____ day of _____, 20____.

Sample Supported Decision-Making Agreement

Consent of Supporter

in exchange for the opportunity to meaningfully participate in the life of this person and the person's pursuit of independent living.

(Signature of Supporter)

(Printed name of Supporter)

Sample Supported Decision-Making Agreement

Signature & Notarization

(My signature)

(My printed name)

(Witness 1 signature)

(Printed name of Witness 1)

(Witness 2 signature)

(Printed name of Witness 2)

State of _____

County of _____

This document was acknowledged before me on _____ date by

_____ and _____.

(name of adult with disability)

(name of Supporter)

Notary Public

My commission expires:

Notary Seal Here

Warning: protection for the decision-maker with a disability

If a person who receives a copy of this Supported Decision-Making Agreement or who is aware of the existence of this agreement has cause to believe that the decision-maker is being abused, neglected or exploited by the supporter, the person shall report the alleged abuse, neglect or exploitation to the department of economic security's online reporting system by calling the Adult Protective Services, Adult Abuse Hotline or by calling the local police department.

Supported Decision-Making Agreements – Things to Remember

A Supported Decision-Making Agreement:

- **Lets everyone know what is expected**
- **Helps protects individuals with disabilities as well as Supporters**
- **Tells doctors, lawyers, and other service providers that you have assistance to help make your own decisions**
- **Can be modified or terminated at any time**

Possible Scenario

Sam is a 30-year-old individual with Down syndrome who is passionate about participating in local elections and wants to exercise his right to vote. To support Sam in navigating the voting process and making informed decisions, a Supported Decision-Making Agreement is established.



Support Team:

1. Rachel - Sam's legal advocate and sister
2. John - Sam's community support worker
3. Sarah - Sam's friend and advocate



Supported Decision-Making Agreement for Voting:

- 1. Interest in Voting:** Sam expresses his eagerness to vote during a conversation with Rachel.
- 2. Formation of Supportive Team:** Rachel recognizes the significance of structured support and arranges a meeting with John, Sam's community support worker, and Sarah, his friend and advocate.
- 3. Development of the Agreement:** Rachel explains the concept of Supported Decision-Making (SDM) in the context of voting. They discuss Sam's rights as a voter, his understanding of political candidates and issues, and the support he requires due to his disability. Together, they draft a Supported Decision-Making Agreement outlining Sam's desire to vote, areas where he needs assistance, and the roles of each team member.

4. Role Assignments:

1. Rachel, as Sam's advocate and sister, ensures the legality of the voting process, discusses political candidates and issues with Sam, and supports him in understanding his voting rights.

2. John, the community support worker, assists Sam in learning about the voting process, visits polling stations with him for familiarization, and ensures accessibility.

3. Sarah, the friend and advocate, engages in discussions about local politics, helps Sam access unbiased information about candidates and their platforms, and encourages his active participation.

5. Voting Preparation: Sam, with guidance from Rachel, John, and Sarah, learns about the candidates running for office, discusses their policies, and understands the importance of voting.

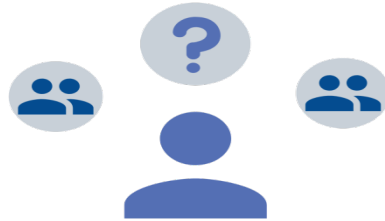
6. Accompanied Voting: On the day of the election, the team accompanies Sam to the polling station, where John ensures accessibility, Rachel clarifies any legal aspects, and Sarah supports Sam in making his choices.

7. Post-Voting Discussion: After voting, the team discusses the experience with Sam, reaffirms the significance of his participation, and celebrates his engagement in the democratic process.

Through this Supported Decision-Making Agreement, Sam gains a sense of empowerment, actively participates in the democratic process, and exercises his right to vote while receiving structured support from a dedicated team to ensure an inclusive and accessible voting experience.

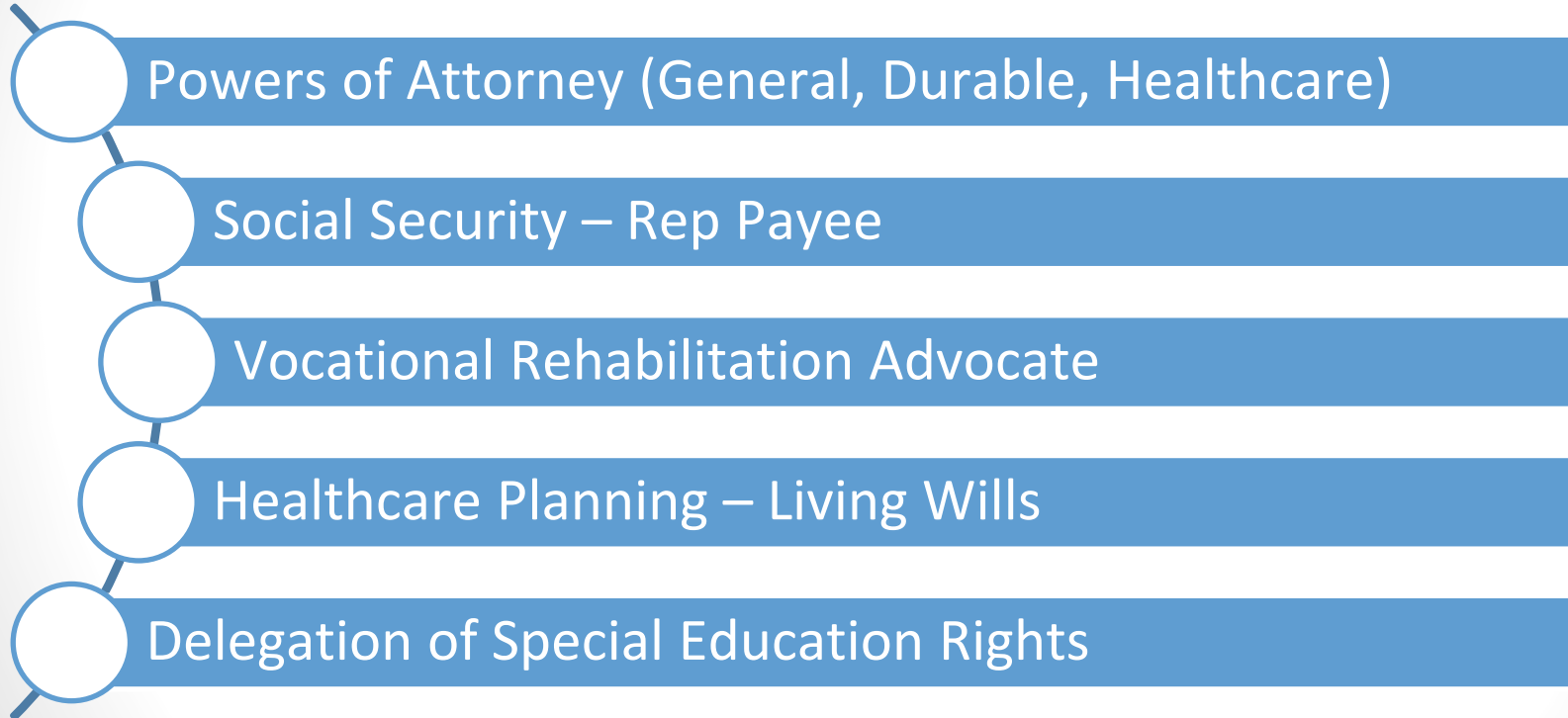


Supported Decision-Making



**Less Restrictive Alternatives,
Complements to SDM**

Some examples of less restrictive alternatives

- 
- Powers of Attorney (General, Durable, Healthcare)
 - Social Security – Rep Payee
 - Vocational Rehabilitation Advocate
 - Healthcare Planning – Living Wills
 - Delegation of Special Education Rights

Representative payee

Payment
Management –
who needs one?

Who is selected
to be a rep
payee?

Accounting

Roles of the Rep
Payee

Additional
Review

Advanced directives / living wills, HCPOA

Advanced directives / living wills – instructions for future healthcare decisions

- Activates when you if you cannot communicate
- List the treatments, procedures you want
- “An adult may prepare a written statement known as a living will to control the health care treatment decisions that can be made on that person's behalf. The person may use the living will as part of or instead of a health care power of attorney or to disqualify a surrogate.”

Healthcare power of attorney

- Use this to name an individual to make healthcare decisions for you if you become too ill to do so.
- Talk to your family and friends about your choices.

Power of attorney (general or durable)

- A power of attorney is a legal document where the principal gives another person, the agent, permission to act on their behalf in certain matters.
- The agent can make legal decisions that the principal would normally make.
- The principal should choose someone they trust. Examples could be a spouse, family member, or friend who would act in the principal's best interests.

Durable power of attorney

Some examples include buying a car, signing contracts, and making other financial decisions.

- The power of attorney form also indicates whether the power of attorney becomes effective immediately or only upon capacity.



Authorized representative in Vocational Rehabilitation

- VR provides a variety of services to persons with disabilities, with the ultimate goal to prepare for, enter into, or retain employment.
- Eligible if: (1) physical or mental impairment, (2) disability is a substantial impediment to employment, (3) require VR services to secure, retain, or regain employment, and (4) the individual can benefit from VR services
- Pre-Employment Transition Services
 - Job exploration counseling
 - Work based learning
 - Counseling on post-secondary and training opportunities
 - Work readiness training
 - Self-advocacy training

Delegation of education rights

- **Students between the ages of 18-22, with capacity, does not have a guardian, can execute a delegation of right to make educational decisions.**
- **Otherwise, rights will transfer to the student at 18.**
- **Rights include: (1) re-evaluation and/or agreement to change placements, (2) receiving notices, and (3) requesting mediation.**



Important links

- Legal Options Manual -
<https://www.azdisabilitylaw.org/wp-content/uploads/2016/11/2016-Legal-Options-Manual.pdf>
- Information on the rep payee program
<https://www.ssa.gov/payee/>

Links Continued

- <https://arcarizona.org/idd-and-18-now-what-future-planning-resources/>
- <https://thearc.org/resource/supported-decision-making-what-is-it-and-what-do-you-need-to-know-to-get-started/>

Contact Information



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Questions or Comments?





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Thank You



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