

Vermont Developmental Disabilities Services  
Home Visit Requirements  
May 2010

The overall stability of the consumer's medical, psychiatric, and emotional well-being, as well as the shared living home in which they live should be assessed on a uniform basis. A number of factors may affect the home, and ultimately the consumer, including additions to the home or family, familial stressors, and the stability of support services (community, employment, respite). All of these factors should be assessed regularly, and visit schedules adjusted to meet the needs of the consumer, the home provider, and agency staff.

When consumers are having significant issues in any area of their lives, increased frequency of in-home contact by the services coordinator with both the consumer and the home provider is required.

Services coordinator will make a minimum **once a month visits** to homes when there is a:

- First time shared living provider. (first year)
- First time out-of-family home placement for consumer. (first year)
- Change of home placement for consumer. (first year)
- Change in services coordinator. (first year)
- Period of instability for the client including but not limited to:
  - medical issues, psychiatric issues, emotional issues.
  - familial or provider issues including a change in household make-up (e.g., newly married, separation, loss or addition of household member), significant changes in staffing.

Monthly visits should continue at least 3 months past resolution of the issue to ensure a return to base level of stability.

- Individual(s) on Act 248.
- Addition of a second consumer to an existing developmental home. (first year)

Services coordinator will make a minimum **every other month visit to all** other homes:

- Which have been in place and stable for more than one year.
- In homes where 2 consumers are living and receiving services coordination from 2 services coordinators of the same agency, and both consumers have been in the home for more than one year, case managers may collaborate and visit on an every other month schedule which would allow for a case manager to be in the home each month.