# COLLCANADA

## CARF Accreditation Report for Kootenay Society for Community Living

**Three-Year Accreditation** 



#### **CARF Canada**

501-10154 104 Street NW Edmonton, AB T5J 1A7, Canada

A member of the CARF International group of companies

**CARF International Headquarters** 6951 E. Southpoint Road Tucson, AZ 85756-9407, USA

www.carf.org

#### **Contents**

**Executive Summary** 

**Survey Details** 

**Survey Participants** 

**Survey Activities** 

Program(s)/Service(s) Surveyed

Representations and Constraints

**Survey Findings** 

Program(s)/Service(s) by Location

#### **About CARF**

CARF is an independent, non-profit accreditor of health and human services, enhancing the lives of persons served worldwide.

The accreditation process applies CARF's internationally recognized standards during a site survey conducted by peer surveyors. Accreditation, however, is an ongoing process that distinguishes a provider's service delivery and signals to the public that the provider is committed to continuous performance improvement, responsive to feedback, and accountable to the community and its other stakeholders.

CARF accreditation promotes providers' demonstration of value and Quality Across the Lifespan® of millions of persons served through application of rigorous organizational and program standards organized around the ASPIRE to Excellence® continuous quality improvement framework. CARF accreditation has been the recognized benchmark of quality health and human services for more than 50 years.

For more information or to contact CARF, please visit <a href="www.carf.org/contact-us">www.carf.org/contact-us</a>.



Page 2 of 31 July 2024

#### Organization

Kootenay Society for Community Living 2224 6 Avenue Castlegar BC V1N 2V9 CANADA

#### **Organizational Leadership**

Kathleen Elias, Executive Director

#### **Survey Number**

181001

#### Survey Date(s)

June 10, 2024-June 12, 2024

#### Surveyor(s)

Kimberly Luse, EdD, RT(R), Administrative Linda Siino, MSW, Program Holly L. Adam, Program Peggy Caldwell, Program

#### Program(s)/Service(s) Surveyed

Community Employment Services: Employment Supports
Community Employment Services: Job Development
Community Housing
Community Integration
Employee Development Services
Employment Planning Services
Host Family/Shared Living Services
Services for Children and Youth: Child and Adolescent Services
Governance Standards Applied

#### **Previous Survey**

April 19, 2021–April 21, 2021 Three-Year Accreditation

#### **Accreditation Decision**

Three-Year Accreditation Expiration: April 30, 2027



Page 3 of 31 July 2024

#### **Executive Summary**

This report contains the findings of CARF's site survey of Kootenay Society for Community Living conducted June 10, 2024–June 12, 2024. This report includes the following information:

- Documentation of the accreditation decision and the basis for the decision as determined by CARF's consideration of the survey findings.
- Identification of the specific program(s)/service(s) and location(s) to which this accreditation decision applies.
- Identification of the CARF surveyor(s) who conducted the survey and an overview of the CARF survey process and how conformance to the standards was determined.
- Feedback on the organization's strengths and recognition of any areas where the organization demonstrated exemplary conformance to the standards.
- Documentation of the specific sections of the CARF standards that were applied on the survey.
- Recommendations for improvement in any areas where the organization did not meet the minimum requirements to demonstrate full conformance to the standards.
- Any consultative suggestions documented by the surveyor(s) to help the organization improve its program(s)/service(s) and business operations.

#### **Accreditation Decision**

On balance, Kootenay Society for Community Living demonstrated substantial conformance to the standards. Kootenay Society for Community Living (KSCL) provides programs and services that appear to greatly benefit the individuals served. The organization has excellent governance practices between the board and the administration and human resources policies and procedures that help to attract and then retain top talent. Succession planning is another strength that the organization exhibits. The care given to the individuals served has a very high level of satisfaction among the individuals served and families/guardians. Although there are a few opportunities for improvement, some of which include strengthening releases of confidential information and implementing a policy that identifies the organization's role related to medication monitoring and medication management, leadership appears to have the resources and willingness to address these areas. KSCL is open and committed to the CARF accreditation process.

Kootenay Society for Community Living appears likely to maintain and/or improve its current method of operation and demonstrates a commitment to ongoing quality improvement. Kootenay Society for Community Living is required to submit a post-survey Quality Improvement Plan (QIP) to CARF that addresses all recommendations identified in this report.

Kootenay Society for Community Living has earned a Three-Year Accreditation. The leadership team and staff are complimented and congratulated for this achievement. In order to maintain this accreditation, throughout the term of accreditation, the organization is required to:

- Submit annual reporting documents and other required information to CARF, as detailed in the Accreditation Policies and Procedures section in the standards manual.
- Maintain ongoing conformance to CARF's standards, satisfy all accreditation conditions, and comply with all accreditation policies and procedures, as they are published and made effective by CARF.



Page 4 of 31 July 2024

#### **Survey Details**

#### **Survey Participants**

The survey of Kootenay Society for Community Living was conducted by the following CARF surveyor(s):

- Kimberly Luse, EdD, RT(R), Administrative
- Linda Siino, MSW, Program
- Holly L. Adam, Program
- Peggy Caldwell, Program

CARF considers the involvement of persons served to be vital to the survey process. As part of the accreditation survey for all organizations, CARF surveyors interact with and conduct direct, confidential interviews with consenting current and former persons served in the program(s)/service(s) for which the organization is seeking accreditation. In addition, as applicable and available, interviews may be conducted with family members and/or representatives of the persons served such as guardians, advocates, or members of their support system.

Interviews are also conducted with individuals associated with the organization, as applicable, which may include:

- The organization's leadership, such as board members, executives, owners, and managers.
- Business unit resources, such as finance and human resources.
- Personnel who serve and directly interact with persons served in the program(s)/service(s) for which the organization is seeking accreditation.
- Other stakeholders, such as referral sources, payers, insurers, and fiscal intermediaries.
- Community constituents and governmental representatives.

#### **Survey Activities**

Achieving CARF accreditation involves demonstrating conformance to the applicable CARF standards, evidenced through observable practices, verifiable results over time, and comprehensive supporting documentation. The survey of Kootenay Society for Community Living and its program(s)/service(s) consisted of the following activities:

- Confidential interviews and direct interactions, as outlined in the previous section.
- Direct observation of the organization's operations and service delivery practices.
- Observation of the organization's location(s) where services are delivered.
- Review of organizational documents, which may include policies; plans; written procedures; promotional
  materials; governing documents, such as articles of incorporation and bylaws; financial statements; and other
  documents necessary to determine conformance to standards.
- Review of documents related to program/service design, delivery, outcomes, and improvement, such as
  program descriptions, records of services provided, documentation of reviews of program resources and
  services conducted, and program evaluations.
- Review of records of current and former persons served.



Page 5 of 31 July 2024

#### Program(s)/Service(s) Surveyed

The survey addressed by this report is specific to the following program(s)/service(s):

- Community Employment Services: Employment Supports
- Community Employment Services: Job Development
- Community Housing
- Community Integration
- Employee Development Services
- Employment Planning Services
- Host Family/Shared Living Services
- Services for Children and Youth: Child and Adolescent Services
- Governance Standards Applied

A list of the organization's accredited program(s)/service(s) by location is included at the end of this report.

#### **Representations and Constraints**

The accreditation decision and survey findings contained in this report are based on an on-balance consideration of the information obtained by the surveyor(s) during the site survey. Any information that was unavailable, not presented, or outside the scope of the survey was not considered and, had it been considered, may have affected the contents of this report. If at any time CARF subsequently learns or has reason to believe that the organization did not participate in the accreditation process in good faith or that any information presented was not accurate, truthful, or complete, CARF may modify the accreditation decision, up to and including revocation of accreditation.

#### **Survey Findings**

This report provides a summary of the organization's strengths and identifies the sections of the CARF standards that were applied on the survey and the findings in each area. In conjunction with its evaluation of conformance to the specific program/service standards, CARF assessed conformance to its business practice standards, referred to as Section 1. ASPIRE to Excellence, which are designed to support the delivery of the program(s)/service(s) within a sound business operating framework to promote long-term success.

The specific standards applied from each section vary based on a variety of factors, including, but not limited to, the scope(s) of the program(s)/service(s), population(s) served, location(s), methods of service delivery, and survey type. Information about the specific standards applied on each survey is included in the standards manual and other instructions that may be provided by CARF.



Page 6 of 31 July 2024

#### **Areas of Strength**

CARF found that Kootenay Society for Community Living demonstrated the following strengths:

- KSCL is commended for the long tenure in service of many of its staff members. This has led to a highly cohesive and highly functioning team. The work environment is very positive, and it is obvious that the staff members have a deep commitment to their work and to the individuals served.
- KSCL has a robust succession planning process. The organization has a detailed plan that follows a process in the event of a sudden absence in leadership and long-term strategies for succession in leadership.
- KSCL is commended for its outstanding approach to informing individuals served of their rights. This
  approach includes accessing and including the individuals served in explaining their rights on a video that is
  very engaging and understandable.
- The organization has a very detailed performance measurement, management, and improvement process that is
  a living document that is consistently applied to improve all levels of service delivery to the individuals
  served.
- KSCL is commended for its approach to attracting, recruiting, and retaining top talent. Further, the training and support of the staff members is competency-based to ensure that they are learning the stated objectives in support of the work they are required to do.
- One stakeholder shared, "Operationally, I cannot imagine how they could be more efficient." Another stakeholder said, "The staff is very accepting to our suggestions. They are always open to listening to new ideas and considering things in different ways." Other stakeholders commented, "I'm so confident in their service delivery because they are so consistent," "I appreciate the way the staff does group problem solving and then move forward with collaboration with their partners," and "They are a well-oiled machine!"
- The governing board for the organization is highly engaged and very committed to transparency and support of KSCL. Members of the governing board have a deep commitment to the work they are doing and how it benefits the individuals served.
- Members of the management team demonstrate that they value and truly care about the staff members. This value system was vocalized from the top leaders of the organization to staff members who have only been with KSCL a short time. This is also exhibited by the longevity of the staff and upward mobility available to all staff members. Many staff members began as relief staff or in part-time positions and have now been promoted multiple times, some having been employed over 20 years.
- KSCL is known for developing services and opportunities for the individuals served that are meaningful, unique, and beneficial to the growth of individuals served while increasing the presence in the community and meeting the needs of the general public. One stakeholder said, "They go above and beyond to help anyone in need. It's like family."
- The homes are decorated with artistic creations that have been made by the individuals served who live in the homes. The homes have open and airy spaces with beautiful natural light and outside areas so that everyone can enjoy sitting on a patio or a front porch.
- KSCL is dedicated to effective communication with staff members and families. The dedication and compassion of the organization is felt by the individuals served, staff members, families, and home share providers. Families reported that "KSCL listens to us, regardless of the issue. They try to make things better for everyone they are in contact with."
- The home share providers are grateful for ongoing training, feedback, support, and input to make the lives of the individuals served and the providers easier. One provider said, "I never have to worry about anything. They are always here to help if and when we need them."



Page 7 of 31 July 2024

- The assessment tools used by KSCL are very in depth, detailed, and well developed. They clearly outline the needs, wants, and preferences of individuals served. It is clear to see that the information is used to develop individual support plans, training needs for staff regarding the specific needs of individuals served, and community involvement.
- The community is recognized as a valuable resource for the organization and the individuals served. KSCL seeks out activities and community partners to help market services and teach the community the value of each individual regardless of ability. The organization is praised for the activities that help the individual served to be a part of the community. A few of these activities are the fashion show, volunteer opportunities, and creative employment opportunities. The organization works to ensure that the individuals served attend as many community events as possible.
- The home share and residential teams are dedicated, driven, and attentive. They love what they do and feel like they "are home." KSCL recognized the need for a presence that would help staff members in more rural areas to feel like they are still close to the organization. The addition of the program coordinator position provides a member of management to be on site and give the support needed to those staff members and individuals served.
- The employment discovery process for individuals served who are seeking employment is well thought out and comprehensive. Several tools and resources are used to ensure that the team has the best understanding of what job will work best for the individual served. The employment specialists are knowledgeable of the area and what businesses have to offer the individuals served. The practice of approaching companies to let them know what KSCL could provide has led to successful placements and strong relationships in the community. One employer stated, "I did not know I needed them until they started working here."
- KSCL is recognized for the wide array of job sites that the individuals served are working in. The employment staff looks beyond the "typical" areas where people with disabilities often find themselves working and really focuses on what the individual served wants.
- KSCL is committed to ensuring that the individuals served are able to live the lives they want to live. Extra staff member support, such as one-to-one staffing, is made available to assist individuals served who need extra support while working in the community.
- Employers reported a high level of satisfaction with the services provided by KSCL and said that the staff
  members know the individuals served quite well and are really there to ensure that the individual succeeds.
   When new tasks are given to the individuals served, staff members from KSCL are there to help them learn the
  new tasks and assist in training.
- The individuals served are very happy with the services provided to them. They stated that they feel like staff members listen to them, understand their needs and desires, and are there to help them succeed. The individuals served know who to go to if there is a problem; feel respected by the staff; and know that, if there is an issue or concern, the staff will listen and assist them in problem solving.
- KSCL is fortunate to have a team of staff members who are committed to the organization's mission and dedicated to improving the lives of individuals served. Staff members treat the individuals served with dignity and respect and ensure that confidentiality is maintained at all times. Staff members enjoy the work they do, which is evidenced by the friendly, upbeat demeanor displayed throughout the organization. Staff members feel valued and heard by the leadership. There are many opportunities for professional growth and learning, both in and outside the organization.
- The individuals served enjoy services that are based on their choice and support their independence. This is truly a person-centred practice that seems to come naturally to the team. The team is committed to focusing on each individual served as an individual with their own histories, preferences, and needs.



Page 8 of 31 July 2024

- Staff members are smart and creative and appear to promote teamwork and dedication to service delivery. There is great rapport between the leadership and staff. They spoke highly of the individuals served and reported loving their jobs. They take pride in the support and plethora of services available. Staff members stated that the organization provides a career ladder if they are interested (as some do not want to leave their work with individuals served). It was also noted that leadership maintains an open-door policy.
- The community homes in Nelson are well situated in communities where the individuals served are recognized as valued citizens. The individuals served have lived together in the homes for years and seem to get along very well. The homes are clean, are attractive, and provide personal space decorated by the individuals served. The manner in which the individuals served have access to the community is amazing. Staff members dedicate their time to assist with planning robust activities that match the interests and preferences of individuals served and schedules are developed with the individuals served that keep them on the go. Staff members are able to keep up and carefully plan their time to provide the individuals served with transportation and any needed assistance to stay well connected to the community and all the activities in which they participate.
- Community inclusion services in Nelson and Creston are astounding. In Creston, staff members have served the individuals served for several years and have developed very close working relationships that facilitate their ability to plan services using a person-centred approach. Individuals served with mental health issues and other challenges might make steady attendance challenging, but the staff members seem to understand this so well that they can plan around these barriers. In Nelson, the day service is excellent but uses a different approach. The program fosters community presence for the individuals served but also uses its centre as a meeting place and a hub for services. Staff members foster creativity through art, music, and other creative activities. Sports is a big component for getting out into the community. Whether it be for fun or working toward the Special Olympics, the individuals served participate in basketball and bocce ball. Other activities like music in the park, shopping, and other chosen events are part of the hustle and bustle of these lively services that perfectly meld centre-based activities with life in the community.

#### **Opportunities for Quality Improvement**

The CARF survey process identifies opportunities for continuous improvement, a core concept of "aspiring to excellence." This section of the report lists the sections of the CARF standards that were applied on the survey, including a description of the business practice area and/or the specific program(s)/service(s) surveyed and a summary of the key areas addressed in that section of the standards.

In this section of the report, a recommendation identifies any standard for which CARF determined that the organization did not meet the minimum requirements to demonstrate full conformance. All recommendations must be addressed in a QIP submitted to CARF.

In addition, consultation may be provided for areas of or specific standards where the surveyor(s) documented suggestions that the organization may consider to improve its business or service delivery practices. Note that consultation may be offered for areas of specific standards that do not have any recommendations. Such consultation does not indicate non-conformance to the standards; it is intended to offer ideas that the organization might find helpful in its ongoing quality improvement efforts. The organization is not required to address consultation.

When CARF surveyors visit an organization, their role is that of independent peer reviewers, and their goal is not only to gather and assess information to determine conformance to the standards, but also to engage in relevant and meaningful consultative dialogue. Not all consultation or suggestions discussed during the survey are noted in this report. The organization is encouraged to review any notes made during the survey and consider the consultation or suggestions that were discussed.



Page 9 of 31 July 2024

During the process of preparing for a CARF accreditation survey, an organization may conduct a detailed self-assessment and engage in deliberations and discussions within the organization as well as with external stakeholders as it considers ways to implement and use the standards to guide its quality improvement efforts. The organization is encouraged to review these discussions and deliberations as it considers ways to implement innovative changes and further advance its business and service delivery practices.

#### Section 1. ASPIRE to Excellence®

#### 1.A. Leadership

#### **Description**

CARF-accredited organizations identify leadership that embraces the values of accountability and responsibility to the individual organization's stated mission. The leadership demonstrates corporate social responsibility.

#### **Key Areas Addressed**

- Leadership structure and responsibilities
- Person-centred philosophy
- Organizational guidance
- Leadership accessibility
- Cultural competency and diversity
- Corporate responsibility
- Organizational fundraising, if applicable

#### Recommendations

There are no recommendations in this area.

#### 1.B. Governance (Optional)

#### **Description**

The governing board should provide effective and ethical governance leadership on behalf of its owners'/stakeholders' interest to ensure that the organization focuses on its purpose and outcomes for persons served, resulting in the organization's long-term success and stability. The board is responsible for ensuring that the organization is managed effectively, efficiently, and ethically by the organization's executive leadership through defined governance accountability mechanisms. These mechanisms include, but are not limited to, an adopted governance framework defined by written governance policies and demonstrated practices; active and timely review of organizational performance and that of the executive leadership; and the demarcation of duties between the board and executive leadership to ensure that organizational strategies, plans, decisions, and actions are delegated to the resource that would best advance the interests and performance of the organization over the long term and manage the organization's inherent risks. The board has additional responsibilities under the domain of public trust, and as such, it understands its corporate responsibility to the organization's employees, providers, suppliers, and the communities it serves.

#### **Key Areas Addressed**

- Ethical, active, and accountable governance
- Board selection, orientation, development, leadership, structure, and performance
- Linkage between governance and executive leadership
- Board meetings and committee work
- Executive leadership development, evaluation, and compensation



Page 10 of 31 July 2024

#### Recommendations

There are no recommendations in this area.

#### Consultation

• It is suggested that the organization consider an off-site annual retreat. It is further suggested that a subject matter expert be utilized for a portion of the retreat to address topical issues that affect KSCL.

#### 1.C. Strategic Planning

#### **Description**

CARF-accredited organizations establish a foundation for success through strategic planning focused on taking advantage of strengths and opportunities and addressing weaknesses and threats.

#### **Key Areas Addressed**

- Environmental considerations
- Strategic plan development, implementation, and periodic review

#### Recommendations

There are no recommendations in this area.

#### 1.D. Input from Persons Served and Other Stakeholders

#### **Description**

CARF-accredited organizations continually focus on the expectations of the persons served and other stakeholders. The standards in this subsection direct the organization's focus to soliciting, collecting, analyzing, and using input from all stakeholders to create services that meet or exceed the expectations of the persons served, the community, and other stakeholders.

#### **Key Areas Addressed**

- Collection of input from persons served, personnel, and other stakeholders
- Integration of input into business practices and planning

#### Recommendations

There are no recommendations in this area.

#### 1.E. Legal Requirements

#### **Description**

CARF-accredited organizations comply with all legal and regulatory requirements.

#### **Key Areas Addressed**

- Compliance with obligations
- Response to legal action
- Confidentiality and security of records



Page 11 of 31 July 2024

#### Recommendations

There are no recommendations in this area.

#### 1.F. Financial Planning and Management

#### **Description**

CARF-accredited organizations strive to be financially responsible and solvent, conducting fiscal management in a manner that supports their mission, values, and performance objectives. Fiscal practices adhere to established accounting principles and business practices. Fiscal management covers daily operational cost management and incorporates plans for long-term solvency.

#### **Key Areas Addressed**

- Budgets
- Review of financial results and relevant factors
- Fiscal policies and procedures
- Reviews of bills for services and fee structures, if applicable
- Review/audit of financial statements
- Safeguarding funds of persons served, if applicable

#### Recommendations

There are no recommendations in this area.

#### 1.G. Risk Management

#### Description

CARF-accredited organizations engage in a coordinated set of activities designed to control threats to their people, property, income, goodwill, and ability to accomplish goals.

#### **Key Areas Addressed**

- Risk management plan implementation and periodic review
- Adequate insurance coverage
- Media relations and social media procedures
- Reviews of contract services

#### Recommendations

There are no recommendations in this area.

#### 1.H. Health and Safety

#### **Description**

CARF-accredited organizations maintain healthy, safe, and clean environments that support quality services and minimize risk of harm to persons served, personnel, and other stakeholders.



Page 12 of 31 July 2024

#### **Key Areas Addressed**

- Healthy and safe environment
- Competency-based training on health and safety procedures and practices
- Emergency and evacuation procedures
- Access to first aid and emergency information
- Critical incidents
- Infections and communicable diseases
- Health and safety inspections

#### Recommendations

There are no recommendations in this area.

#### Consultation

• The organization might consider adding an active shooter training to the annual employee training portfolio. It is further suggested that panic buttons be considered at key points throughout the administration building. The organization might also consider partnering with first responders in the area for both collaboration and training on what may support the organization best in times of crisis.

#### 1.I. Workforce Development and Management

#### **Description**

CARF-accredited organizations demonstrate that they value their human resources and focus on aligning and linking human resources processes, procedures, and initiatives with the strategic objectives of the organization. Organizational effectiveness depends on the organization's ability to develop and manage the knowledge, skills, abilities, and behavioural expectations of its workforce. The organization describes its workforce, which is often composed of a diverse blend of human resources. Effective workforce development and management promote engagement and organizational sustainability and foster an environment that promotes the provision of services that centre on enhancing the lives of persons served.

#### **Key Areas Addressed**

- Composition of workforce
- Ongoing workforce planning
- Verification of backgrounds/credentials/fitness for duty
- Workforce engagement and development
- Performance appraisals
- Succession planning

#### Recommendations

There are no recommendations in this area.

#### Consultation

- It is suggested that the organization consider adding trauma-informed training to its portfolio of annual employee education.
- It is suggested that the organization move toward a quarterly evaluation process versus an annual schedule. This may better facilitate communication, lessen the burden of annual evaluations, and promote identification of issues before they become unrecoverable.



Page 13 of 31 July 2024

#### 1.J. Technology

#### Description

Guided by leadership and a shared vision, CARF-accredited organizations are committed to exploring and, within their resources, acquiring and implementing technology systems and solutions that will support and enhance:

- Business processes and practices.
- Privacy and security of protected information.
- Service delivery.
- Performance management and improvement.
- Satisfaction of persons served, personnel, and other stakeholders.

#### **Key Areas Addressed**

- Ongoing assessment of technology and data use, including input from stakeholders
- Technology and system plan implementation and periodic review
- Technology policies and procedures

#### Recommendations

There are no recommendations in this area.

#### 1.K. Rights of Persons Served

#### **Description**

CARF-accredited organizations protect and promote the rights of all persons served. This commitment guides the delivery of services and ongoing interactions with the persons served.

#### **Key Areas Addressed**

- Policies that promote rights of persons served
- Communication of rights to persons served
- Formal complaints by persons served

#### Recommendations

There are no recommendations in this area.

#### 1.L. Accessibility

#### **Description**

CARF-accredited organizations promote accessibility and the removal of barriers for the persons served and other stakeholders.

#### **Key Areas Addressed**

- Assessment of accessibility needs and identification of barriers
- Accessibility plan implementation and periodic review
- Requests for reasonable accommodations

#### Recommendations

There are no recommendations in this area.



Page 14 of 31 July 2024

#### 1.M. Performance Measurement and Management

#### **Description**

CARF-accredited organizations demonstrate a culture of accountability by developing and implementing performance measurement and management plans that produce information an organization can act on to improve results for the persons served, other stakeholders, and the organization itself.

The foundation for successful performance measurement and management includes:

- Leadership accountability and support.
- Mission-driven measurement.
- A focus on results achieved for the persons served.
- Meaningful engagement of stakeholders.
- An understanding of extenuating and influencing factors that may impact performance.
- A workforce that is knowledgeable about and engaged in performance measurement and management.
- An investment in resources to implement performance measurement and management.
- Measurement and management of business functions to sustain and enhance the organization.

#### **Key Areas Addressed**

- Leadership accountability for performance measurement and management
- Identification of gaps and opportunities related to performance measurement and management
- Input from stakeholders
- Performance measurement and management plan
- Identification of objectives and performance indicators for service delivery
- Identification of objectives and performance indicators for priority business functions
- Personnel training on performance measurement and management

#### Recommendations

There are no recommendations in this area.

#### 1.N. Performance Improvement

#### **Description**

CARF-accredited organizations demonstrate a culture of performance improvement through their commitment to proactive and ongoing review, analysis, reflection on their results in both service delivery and business functions, and transparency. The results of performance analysis are used to identify and implement data-driven actions to improve the quality of programs and services and to inform decision making. Performance information that is accurate and understandable to the target audience is shared with persons served, personnel, and other stakeholders in accordance with their interests and needs.

#### **Key Areas Addressed**

- Analysis of service delivery performance
- Analysis of business function performance
- Identification of areas needing performance improvement
- Implementation of action plans
- Use of performance information to improve program/service quality and make decisions
- Communication of performance information



Page 15 of 31 July 2024

#### Recommendations

There are no recommendations in this area.

### Section 2. Quality Individualized Services and Supports

#### Description

For an organization to achieve quality services, the persons served are active participants in the planning, implementation, and ongoing review and revision of the services offered. The organization's commitment to quality and the involvement of the persons served spans the entire time that the persons served are involved with services. The service planning process is individualized, establishing goals and measurable objectives that incorporate the unique strengths, abilities, needs, and preferences of the persons served. Services are responsive to the expectations of persons served and their desired outcomes from services, and are relevant to their maximum participation in the environments of their choice.

#### 2.A. Program/Service Structure

#### **Description**

A fundamental responsibility of the organization is to provide a comprehensive program structure. The staffing is designed to maximize opportunities for the persons served to obtain and participate in the services provided.

#### **Key Areas Addressed**

- Services are person centred and individualized
- Persons are given information about the organization's purposes and ability to address desired outcomes
- Documented scope of services shared with stakeholders
- Service delivery based on accepted field practices
- Communication for effective service delivery
- Entrance/exit/transition criteria

#### Recommendations

#### 2. A. 12. h.

Any release of confidential information should be limited to the specific information identified.

#### 2.A.19.a.

#### 2.A.19.b.

The organization should have a policy that identifies whether or not it has any role related to medications used by the individuals served in the programs seeking accreditation, including whether or not it directly provides medication monitoring and/or medication management. The organization might consider including the policy on its website and in the handbook for individuals served.

#### Consultation

The organization's funder refers individuals for service based on the capacity of the organization and any space available for accepting individuals. Therefore, a wait list is not necessitated. However, the organization might consider maintaining ongoing contact with its funder to provide updates regarding any potential openings.



Page 16 of 31 July 2024

• Although the organization partially completes consents at the time of annual meetings, it might consider completing consents on a need-to-know basis, such as at the time the consent is to be utilized. Detailed media consents (e.g., photos, videos, etc.) could be completed on a need-to-know basis as well. Space for the individual served to indicate information they do not wish to be shared might also be provided.

#### 2.B. Individual-Centred Service Planning, Design, and Delivery

#### **Description**

Improvement of the quality of an individual's services/supports requires a focus on the person and/or family served and their identified strengths, abilities, needs, and preferences. The organization's services are designed around the identified needs and desires of the persons served, are responsive to their expectations and desired outcomes from services, and are relevant to their maximum participation in the environments of their choice.

The person served participates in decision making, directing, and planning that affect the person's life. Efforts to include the person served in the direction or delivery of those services/supports are evident.

#### **Key Areas Addressed**

- Services are person centred and individualized
- Persons are given information about the organization's purposes and ability to address desired outcomes

#### Recommendations

#### 2.B.5.b.(2)

A coordinated individualized service plan should identify specific measurable objectives.

#### 2.C. Medication Monitoring and Management

#### **Key Areas Addressed**

- Current, complete records of medications used by persons served
- Written procedures for storage and safe handling of medications
- Educational resources and advocacy for persons served in decision making
- Physician review of medication use
- Training and education for persons served regarding medications

#### Recommendations

There are no recommendations in this area.

#### Consultation

The organization has an up-to-date individual record of all medications, including prescription and non-prescription medications, used by the individuals served that includes potential side effects and drug interactions. However, some of the documents that include potential side effects and drug interactions were older. The organization may want to ask the prescribing pharmacy to provide new documents for potential side effects and drug interactions of the medications used by individuals served, as side effects and/or drug interactions may have changed over time.



Page 17 of 31 July 2024

#### 2.D. Employment Services Principle Standards

#### **Description**

An organization seeking CARF accreditation in the area of employment services provides individualized services and supports to achieve identified employment outcomes. The array of services and supports may include:

- Identification of employment opportunities and resources in the local job market.
- Development of viable work skills that match workforce needs within the geographic area.
- Development of realistic employment goals.
- Establishment of service plans to achieve employment outcomes.
- Identification of resources and supports to achieve and maintain employment.
- Coordination of and referral to employment-related services and supports.

The organization maintains its strategic positioning in the employment sector of the community by designing and continually improving its services based on input from the persons served and from employers in the local job market, and managing results of the organization's outcomes management system. The provision of quality employment services requires a continuous focus on the persons served and the personnel needs of employers in the organization's local job market.

Some examples of the quality results desired by the different stakeholders of these services and supports include:

- Individualized, appropriate accommodations.
- A flexible, interactive process that involves the person.
- Increased independence.
- Increased employment options.
- Timely services and reports.
- Persons served obtain and maintain employment consistent with their preferences, strengths, and needs.
- Person served obtains a job at minimum wage or higher and maintains appropriate benefits.
- Person served maintains the job.

#### **Key Areas Addressed**

- Goals of the persons served
- Community resources available
- Personnel needs of local employers
- Economic trends in the local employment sector

#### Recommendations

There are no recommendations in this area.

#### 2.E. Community Services Principle Standards

#### **Description**

An organization seeking CARF accreditation in the area of community services assists the persons and/or families served in obtaining access to the resources and services of their choice. The persons and/or families served are included in their communities to the degree they desire. This may be accomplished by direct service provision or linkages to existing opportunities and natural supports in the community.



Page 18 of 31 July 2024

The organization obtains information from the persons and/or families served regarding resources and services they want or require that will meet their identified needs, and offers an array of services it arranges for or provides. The organization provides the persons and/or families served with information so that they may make informed choices and decisions.

The services and supports are changed as necessary to meet the identified needs of the persons and/or families served and other stakeholders. Service designs address identified individual, family, socioeconomic, and cultural needs.

Expected results from these services may include:

- Increased or maintained inclusion in meaningful community activities.
- Increased or maintained ability to perform activities of daily living.
- Increased self-direction, self-determination, and self-reliance.
- Increased self-esteem.

#### **Key Areas Addressed**

- Access to community resources and services
- Enhanced quality of life
- Community inclusion
- Community participation

#### Recommendations

There are no recommendations in this area.

#### **Section 3. Employment Services**

#### **Description**

An organization seeking CARF accreditation in the area of employment services assists the persons served through an individualized person-centred process to obtain access to the services, supports, and resources of their choice to achieve their desired outcomes. This may be accomplished by direct service provision, linkages to existing generic opportunities and natural supports in the community, or any combination of these. The persons served are included in their communities to the degree they desire.

The organization provides the persons served with information so that they may make informed choices and decisions. Although we use the phrase person served, this may also include family served, as appropriate to the service and the individual.

The services and supports are arranged and changed as necessary to meet the identified desires of the persons served. Service designs address identified individual, family, socioeconomic, and cultural preferences.

Depending on the program's scope of services, expected results from these services/supports may include:

- Increased inclusion in community activities.
- Increased self-direction, self-determination, and self-reliance.
- Self-esteem.
- Community citizenship.
- Increased independence.
- Meaningful activities.



Page 19 of 31 July 2024

- Increased employment options.
- Employment obtained and maintained.
- Competitive employment.
- Employment at or above minimum wage.
- Economic self-sufficiency.
- Employment with benefits.
- Career advancement.

#### 3.A. Employment Planning Services (EPS)

#### **Description**

Employment planning services are designed to assist a person seeking employment to learn about employment opportunities within the community and to make informed decisions. Employment planning services are individualized to assist a person to choose employment outcomes and/or career development opportunities based on the person's preferences, strengths, abilities, and needs. Services begin from a presumption of employability for all persons and seek to provide meaningful information related to planning effective programs for persons with intervention strategies needed to achieve the goal of employment.

Employment planning uses some type of employment exploration model. This may involve one or more of the following:

- Situational assessments.
- Paid work trials.
- Job tryouts (may be individual, crew, enclave, cluster, etc.).
- Job shadowing.
- Community-based assessments.
- Simulated job sites.
- Staffing agencies/temporary employment agencies.
- Volunteer opportunities.
- Transitional employment.

Some examples of quality outcomes desired by the different stakeholders of these services include:

- Work interests are explored and identified.
- Recommendations for employment options are appropriate.
- Employment planning reports lead to job goals.
- Transferable work skills and employment barriers are identified.
- Benefits planning is included.
- Services are timely in their delivery.
- Services are cost-effective.
- Individuals served understand recommendations that are made.
- Individuals served identify desired employment outcomes.

#### **Key Areas Addressed**

- Employment opportunities within the community
- Informed decision making by participants
- Referrals to services to implement employment plan

#### Recommendations

There are no recommendations in this area.



Page 20 of 31 July 2024

#### Consultation

- Although KSCL has employment exploration sites that it uses to obtain desired information, it is suggested that the organization develop sites in the community where the individuals served can complete a work trial at a variety of sites to further enhance their job knowledge and skills. This could also lead to direct hiring if the trial goes well.
- For every individual served in the employment services program, KSCL does employment discovery that is thorough and comprehensive. The organization is moving away from paper and uses an electronic record to document the employment discovery in a summary format. It is suggested that the organization expand the employment discovery summary in the electronic record to include more narrative of what occurred during discovery, jobs visited, etc., to give all staff members a clear picture of the employment plan.

#### 3.D. Employee Development Services (EDS)

#### **Description**

Employee development services are individualized services/supports that assist persons seeking employment to develop or reestablish skills, attitudes, personal characteristics, interpersonal skills, work behaviours, functional capacities, etc., to achieve positive employment outcomes.

Such services/supports are time limited and can be provided directly to persons seeking employment or indirectly through corporate employer/employee support programs. These services/supports can be provided at community job sites, within formal and organized training and educational settings, through coaching, by tutorial services, or within the organization. These services may be offered in a free-standing unit or as a functional piece of other services.

Some examples of the quality outcomes desired by the different stakeholders of these services include:

- Person served obtains employment.
- Person served moves to a training program or better employment.
- Person served retains employment.
- Person served obtains improved benefits.
- Increased wages.
- Increased skills.
- Increased work hours.
- Movement to individualized competitive employment.
- Employment in an integrated environment.
- Job advancement potential increases.
- Job-seeking skills are developed.
- Job-keeping skills are developed.
- Career growth and development.
- Level of support needed is reduced.
- Exposure to and availability of a variety of jobs.
- Program is kept at capacity.
- Services are cost-effective for the results achieved.
- Responsiveness (days from referral to starting services).

#### **Key Areas Addressed**

- Skills development/reestablishment
- Attitude development/reestablishment
- Work behaviours development/reestablishment
- Employment outcomes



Page 21 of 31 July 2024

#### Recommendations

There are no recommendations in this area.

#### 3.G. Community Employment Services (CES)

#### **Description**

Community employment services assist persons to obtain successful community employment opportunities that are responsive to their choices and preferences. Through a strengths-based approach, the program provides persondirected services/supports to individuals to choose, achieve, and maintain employment in integrated community employment settings.

Work is a fundamental part of adult life. Individually tailored job development, training, and support recognize each person's employability and potential contribution to the labour market. Persons are supported as needed through an individualized person-centred model of services to choose and obtain a successful employment opportunity consistent with their preferences, keep the employment, and find new employment if necessary or for purposes of career advancement.

Such services may be described as individualized competitive employment, individual placements, contracted temporary personnel services, competitive employment, supported employment, transitional employment, mobile work crews, contracted work groups in the community, community-based SourceAmerica® contracts, and other business-based work groups in community-integrated designs. In Canada, employment in the form of bona fide volunteer placements is possible.

Individuals may be paid by community employers or by the organization. Employment is in the community.

The following service categories are available under Community Employment Services:

- Job Development (CES:JD)
- Employment Supports (CES:ES)

If an organization provides only Job Development or Employment Supports, then it may be accredited for only that service. If it is providing both Job Development and Employment Supports, then it must seek accreditation for both.

Note: In making the determination of what an organization is actually providing in comparison to these service descriptions, these factors are considered: the mission of the services, the program descriptions, brochures and marketing image for these services, and the outcomes of the services.

Depending on the scope of the services provided, some examples of the quality outcomes desired by the different stakeholders of these services include:

- Persons obtain community employment.
- Persons obtain individualized competitive employment.
- Employment matches interests and desires of persons.
- Wages, benefits, and hours of employment achieved as desired.
- Average number of hours worked per week increases.
- Average number of hours worked per week meets the desires of the person served.
- Full-time employment with benefits.
- Transition-age youth move directly from their educational environment into community employment.
- Potential for upward mobility.
- Self-sufficiency.



Page 22 of 31 July 2024

- Integration.
- Responsive services.
- Safe working conditions.
- Cost-effective for placement achieved.
- Performance level achieved meets requirements of job or position.
- Increase in skills.
- Increase in productivity.
- Increase in hours worked.
- Increase in pay.
- Employment retention.
- Increase in natural supports from coworkers.
- Persons served treated with respect.
- Minimize length of time for supports.
- Type and amount of staff interaction meets needs.
- Employer satisfaction.
- Responsiveness to customers.

Job Development (CES:JD): Successful job development concurrently uses assessment information about the strengths and interests of the person seeking employment to target the types of jobs available from potential employers in the local labour market. Typical job development activities include reviewing local employment opportunities and developing potential employers/customers through direct and indirect promotional strategies. Job development may include facilitating a hiring agreement between an employer and a person seeking employment. Some persons seeking employment may want assistance at only a basic, informational level, such as support for a self-directed job search.

Employment Supports (CES:ES): Employment support services promote successful training of a person to a new job, job adjustment, retention, and advancement. These services are based on the individual employee with a focus on achieving long-term retention of the person in the job. The level of employment support services is individualized to each employee and the complexity of the job.

Often supports are intensive for the initial orientation and training of an employee with the intent of leading to natural supports and/or reduced external job coaching. However, some persons may not require any employment supports at the job site; others may require intensive initial training with a quick decrease in supports, while some will be most successful when long-term supports are provided.

Supports can include assisting the employee with understanding the job culture, industry practices, and work behaviours expected by the employer. It may also include helping the employer and coworkers to understand the support strategies and accommodations needed by the worker.

Supports are a critical element of the long-term effectiveness of community employment. Support services address issues such as assistance in training a person to complete new tasks, changes in work schedule or work promotion, a decrease in productivity of the person served, adjusting to new supervisors, and managing changes in non-work environments or other critical life activities that may affect work performance. Routine follow-up with the employer and the employee is crucial to continued job success.

#### **Key Areas Addressed**

- Integrated employment choice
- Integrated employment obtainment
- Employment provided in regular business settings
- Integrated employment retention
- Provides career advancement resources



Page 23 of 31 July 2024

#### Recommendations

There are no recommendations in this area.

#### **Section 4. Community Services**

#### **Description**

An organization seeking CARF accreditation in the area of community services assists the persons served through an individualized person-centred process to obtain access to the services, supports, and resources of their choice to achieve their desired outcomes. This may be accomplished by direct service provision, linkages to existing generic opportunities and natural supports in the community, or any combination of these. The persons served are included in their communities to the degree they desire.

The organization provides the persons served with information so that they may make informed choices and decisions. Although we use the phrase person served, this may also include family served, as appropriate to the service and the individual.

The services and supports are arranged and changed as necessary to meet the identified desires of the persons served. Service designs address identified individual, family, socioeconomic, and cultural preferences.

Depending on the program's scope of services, expected results from these services/supports may include:

- Increased inclusion in community activities.
- Increased or maintained ability to perform activities of daily living.
- Increased self-direction, self-determination, and self-reliance.
- Self-esteem.
- Housing opportunities.
- Community citizenship.
- Increased independence.
- Meaningful activities.
- Increased employment options.

#### 4.A. Services for Children and Youth (SCY)

#### **Description**

Services for children and youth include prevention, early intervention, preschool programs, early years programs, after-school programs, outreach, and services coordination. Services/supports may be provided in a variety of settings, such as a family's private home; the organization's facility; and community settings such as parks, recreation areas, preschools, or child day care programs not operated by the organization. In all cases, the physical setting, equipment, and environment meet the identified needs of the children and youth served and their families. Families are the primary decision makers and play a critical role, along with team members, in the process of identifying needs and services.

Early intervention services are structured and coordinated to facilitate the achievement of optimal development through the provision of prevention, assessment, education, development, and/or therapeutic services to infants and toddlers with disabilities or who are at risk of developmental delay and their families. Early intervention focuses on



Page 24 of 31 July 2024

helping infants and toddlers learn the basic and brand-new skills that typically develop during the first years of life. Broadly speaking, developmental delay means a child is delayed in some area of development. There are five areas in which development may be affected:

- Cognitive development.
- Physical development.
- Communication development.
- Social or emotional development.
- Adaptive development.

Assessment is conducted to determine each child's unique needs and the early intervention services appropriate to address those needs. Families are the primary decision makers in the planning of early intervention services along with personnel relevant to the services being provided. Family-directed services also help family members understand the specific needs of their child and how to enhance the child's development.

Child and adolescent services focus on the development of skills needed by children/adolescents to succeed in school, their family, and their community. An organization may provide an array of distinct services that fall under the heading of child and adolescent services, with different service delivery models that incorporate different practices. Services are individualized to meet the changing needs of the children/adolescents served. Child and adolescent services empower the child/adolescent to develop skills in decision making, including maximizing their participation in the service planning process. Involvement of other team members depends on what the child/adolescent needs and the scope of the services provided. Team members could come from several agencies and may include therapists, child development specialists, social workers, educators, medical professionals, and others.

Some examples of the quality outcomes desired by the different stakeholders of services for children and youth include:

- Services individualized to needs and desired outcomes.
- Collection and use of information regarding development and function as relevant to the scope of the services.
- Children/youth acquiring new skills.
- Collaborative approach involving family members in services.
- Transition planning that supports continuity of services and developmental transitions.
- Increased responsibility of children/youth to make decisions.
- Personal safety of youth in the community.

#### **Key Areas Addressed**

- Early intervention
- Individualized services based on identified needs and desired outcomes
- Communication with families and other supports/services
- Collaborative service planning
- Healthcare, safety, emotional, and developmental needs of child/youth
- Skill development for decision making
- Planning for successful transitions

#### Recommendations

There are no recommendations in this area.



Page 25 of 31 July 2024

#### 4.E. Host Family/Shared Living Services (HF/SLS)

#### **Description**

Host family/shared living services assist a person served to find a shared living situation in which the person is a valued person in the home and has supports as desired to be a participating member of the community. An organization may call these services, which are provided under a contract or written agreement with the host family/shared living provider, a variety of names, such as host family services, shared living services or supports, alternative family living, structured family care giving, family care, or home share.

Getting the person in the right match is a critical component to successful host family/shared living services. The organization begins by exploring with the person served what constitutes quality of life for the individual and identifies applicant host family/shared living providers who are a potential match with the person's identified criteria. The person served makes the final decision of selecting a host family/shared living provider.

Safety, responsibility, and respect between or amongst all people in the home are guiding principles in these services. Persons are supported to have meaningful reciprocal relationships both within the home, where they contribute to decision making, and in the community. The host family/shared living provider helps the person served to develop natural supports and strengthen existing networks. Relationships with the family of origin or extended family are maintained as desired by the person served. The host family/shared living provider supports the emotional, physical, and personal well-being of the person.

Persons develop their personal lifestyle and modify the level of support over time, if they so choose. The host family/shared living provider encourages and supports the person served to make decisions and choices.

The host family/shared living provider does not necessarily have to be a family, as it could be an individual supporting the person. Although the "home" is generally the host family/shared living provider's home or residence, it may also be the home of the person served.

Some examples of the quality results desired by the different stakeholders of these services and supports include:

- Quality of life, as identified by the person served, is enhanced.
- Increased independence.
- Increased community access.
- Persons served choose whom they will live with and where.
- Participation of the persons in the community.
- Community membership.
- Support for personal relationships.
- Increased natural supports.
- Strengthened personal networks.
- Supports accommodate individual needs.
- Persons feel safe.
- Persons feel that the supports they need/want are available.
- Persons decide where they live.
- Persons feel valued.
- Persons have meaningful relationships.
- Persons develop natural supports.
- Persons participate in their community.



Page 26 of 31 July 2024

#### **Key Areas Addressed**

- Appropriate matches of non-family participants with homes
- Contracts that identify roles, responsibilities, needs, and monitoring
- Needed supports
- Community living services in a long-term family-based setting
- Sense of permanency

#### Recommendations

4.E.7.a.(1)(a)

**4.E.7.a.**(1)(b)

4.E.7.a.(2)

The organization should implement a procedure for monitoring the performance expectations of the host family/shared living provider that takes place initially at 30 days and 90 days and quarterly thereafter, unless the individual situation merits more frequently. This could be accomplished by holding the review at the end of the quarterly meetings and adding four quarterly entries on the bottom of the provider's existing evaluation.

#### Consultation

• The organization uses a checklist to denote the date of initial trainings for home share providers, but the dates were not on the training document. The organization may want to put dates in the appropriate box on the forms when trainings occur.

#### 4.G. Community Integration (COI)

#### **Description**

Community integration is designed to help persons to optimize their personal, social, and vocational competency to live successfully in the community. Persons served are active partners in determining the activities they desire to participate in. Therefore, the settings can be informal to reduce barriers between staff members and persons served. An activity centre, a day program, a clubhouse, and a drop-in centre are examples of community integration services. Consumer-run programs are also included.

Community integration provides opportunities for the community participation of the persons served. The organization defines the scope of these services and supports based on the identified needs and desires of the persons served. This may include services for persons who without this option are at risk of receiving services full-time in more restrictive environments with intensive levels of supports such as hospitalization or nursing home care. A person may participate in a variety of community life experiences or interactions that may include, but are not limited to:

- Leisure or recreational activities.
- Communication activities.
- Spiritual activities.
- Cultural activities.
- Pre-vocational experiences.
- Vocational pursuits.
- Volunteerism in the community.
- Educational and training activities.
- Development of living skills.
- Health and wellness promotion.
- Orientation, mobility, and destination training.



Page 27 of 31 July 2024

- Access and utilization of public transportation.
- Interacting with volunteers from the community in program activities.
- Community collaborations and social connections developed by the program (partnerships with community entities such as senior centres, arts councils, etc.).

Some examples of the quality results desired by the different stakeholders of these services include:

- Community participation.
- Increased independence.
- Increased interdependence.
- Greater quality of life.
- Skill development.
- Slowing of decline associated with aging.
- Volunteer placement.
- Movement to employment.
- Centre-based socialization activities during the day that enable persons to remain in their community residence.
- Activity alternatives to avoid or reduce time spent in more restrictive environments, such as hospitalization or nursing home care.

#### **Key Areas Addressed**

■ Opportunities for community participation

#### Recommendations

There are no recommendations in this area.

#### 4.H. Community Housing (CH)

#### **Description**

Community housing addresses the desires, goals, strengths, abilities, needs, health, safety, and life span issues of the persons served, regardless of the home in which they live and/or the scope, duration, and intensity of the services they receive. The residences in which services/supports are provided are typically owned, rented, leased, or operated directly by the organization, or may be owned, rented, or leased by a third party, such as a governmental entity. Providers exercise control over these sites in terms of having direct or indirect responsibility for the physical conditions of the facility.

Community housing is provided in partnership with individuals. These services/supports are designed to assist the persons served to achieve success in and satisfaction with community living. They may be temporary or long-term in nature. The services/supports are focused on home and community integration and engagement in productive activities. Community housing enhances the independence, dignity, personal choice, and privacy of the persons served. For persons in alcohol and other drug programs, these services/supports are focused on providing sober living environments to increase the likelihood of sobriety and abstinence and to decrease the potential for relapse.

Community housing programs may be referred to as group homes, halfway houses, three-quarter way houses, recovery residences, sober housing, domestic violence or homeless shelters, and safe houses. These programs may be located in rural or urban settings and in houses, apartments, townhouses, or other residential settings owned, rented, leased, or operated by the organization. They may include congregate living facilities and clustered homes/apartments in multiple-unit settings. These residences are often physically integrated into the community, and every effort is made to ensure that they approximate other homes in their neighbourhoods in terms of size and number of individuals.



Page 28 of 31 July 2024

Community housing may include either or both of the following:

- Transitional living that provides interim supports and services for persons who are at risk of institutional placement, persons transitioning from institutional settings, or persons who are homeless. Transitional living is typically provided for six to twenty-four months and can be offered in congregate settings that may be larger than residences typically found in the community.
- Long-term housing that provides stable, supported community living or assists the persons served to obtain and maintain safe, affordable, accessible, and stable housing.

Some examples of the quality results desired by the different stakeholders of these services/supports include:

- Safe housing.
- Persons choosing where they live.
- Persons choosing with whom they will live.
- Persons having privacy in their homes.
- Persons increasing independent living skills.
- Persons having access to the benefits of community living.
- Persons having the opportunity to receive services in the most integrated setting.
- Persons' rights to privacy, dignity, respect, and freedom from coercion and restraint are ensured.
- Persons having the freedom to furnish and decorate their sleeping or living units as they choose.
- Persons having freedom and support to control their schedules and activities.
- Settings that are physically accessible to the individuals.

#### **Key Areas Addressed**

- Safe, secure, private location
- Support to persons as they explore alternatives
- In-home safety needs
- Access as desired to community activities
- Options to make changes in living arrangements
- System for on-call availability of personnel

#### Recommendations

There are no recommendations in this area.

#### Consultation

• An individualized service plan is developed based on the preferences of individuals served. The organization supports those who have sensory needs that may be destructive to certain pieces of furniture in the home. It is suggested that the organization look into obtaining sensory items, such as a vibration plate exercise platform and/or an inflatable wobble cushion for adults for the use of individuals served.



Page 29 of 31 July 2024

#### Program(s)/Service(s) by Location

#### **Kootenay Society for Community Living**

2224 6 Avenue Castlegar BC V1N 2V9 CANADA

Community Integration Host Family/Shared Living Services Services for Children and Youth: Child and Adolescent Services Governance Standards Applied

#### 29 Street House

404 29 Street Castlegar BC V1N 3T9 CANADA

**Community Housing** 

#### **Bigby Place**

509 Front Street Nelson BC V1L 4B4 CANADA

Community Integration Services for Children and Youth: Child and Adolescent Services

#### **Castlegar House**

3405 4 Avenue Castlegar BC V1N 2T4 CANADA

**Community Housing** 

#### **CD House**

523 Wasson Street Nelson BC V1L 3G5 CANADA

**Community Housing** 

#### **Creston Day Services**

1230 Canyon Street, LL 2 Creston BC V0B 1G0 CANADA

**Community Integration** 



Page 30 of 31 July 2024

#### **Employ Me - Supported Employment**

2230 6 Avenue Castlegar BC V1N 2V9 CANADA

Community Employment Services: Employment Supports Community Employment Services: Job Development Employee Development Services Employment Planning Services

#### **KC House**

114 10 Avenue Castlegar BC V1N 1Y4 CANADA

**Community Housing** 

#### **Prince House**

101 Prince Avenue Castlegar BC V1N 1C7 CANADA

**Community Housing** 

#### Roalshary

556/558/586 73 Avenue Grand Forks BC V0H 1H0 CANADA

**Community Housing** 

#### **Silver Birch House**

839 Silver Birch Lane Castlegar BC V1N 1E6 CANADA

**Community Housing** 

#### **Teshi House**

2206 Perrier Lane Nelson BC V1L 7C3 CANADA

**Community Housing** 



Page 31 of 31 July 2024