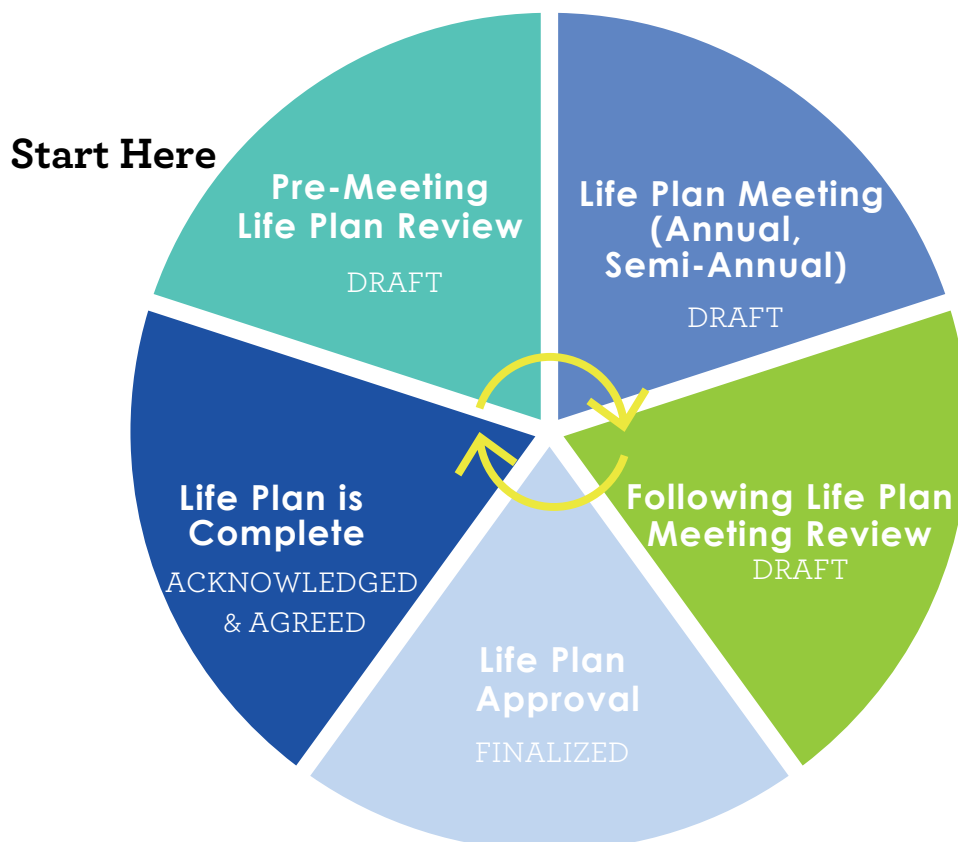


THE LIFE PLAN...

- is an annual plan that guides the supports and services provided to an individual with I/DD
- is an official document required for individuals served by OPWDD
- is not the same as LIFEPlan CCO NY
- should reflect the goals, dreams and preferences of the member
- focuses on health and behavioral health services, community and social supports, and more
- assist members and families with accessing services
- process occurs 2 times/year
- involves the Care Manager, member, members' representatives, interdisciplinary team (IDT)*, and usually, but not always, provider agencies

*IDT is the member's team who they want to help them plan, create, review, and carry out program plans (at a minimum, consists of Care Manager, member, representative if applicable, actively involved family/friends, and a representative of each HCBS waiver service)

Here is a simple look at the process.



Have more questions? Contact your Care Manager for more information.

STEP 1

DRAFT

Pre-Meeting Life Plan Review

- The Life Plan is reviewed and updated by Care Manager
- The Life Plan is sent to member, representative, and/or Interdisciplinary Team 2 weeks prior to Life Plan meeting for review

Life Plan Meeting (annual, semi-annual)

- Member, Representative, IDT, and Care Manager meet to review the Life Plan
- Updates and change to existing Life Plan are discussed

STEP 2

FINALIZED

After Life Plan Review Meeting

- Care Manager updates the Life Plan and sends to IDT for feedback
- Updated Life Plan is sent to member for approval
- Member or representative signs the Life Plan if approved

Life Plan Finalization

- The Life Plan is finalized when the member/representative and Care Manager provide their approval of the plan
- Care Manager sends finalized Life Plan to waiver providers (when required) for acknowledgement
- If no waiver providers, the Life Plan is considered complete, and the member, representative, and IDT receive the finalized plan

STEP 3

ACKNOWLEDGED
& AGREED

Acknowledged and Agreed

- Once fully acknowledged and agreed by member and waiver providers, Life Plan is now complete and is distributed to member, representative, and IDT for their records