



FactSheet:

ISP: Individual Support Plan

DHS Office of Intellectual Disability

The Individual Support Plan (ISP):

- Is a comprehensive summary of planned services and supports for each individual receiving Intellectual Disability (ID) Services in Allegheny County.
- Is an integrated plan, which replaces all other plans in the ID System.
- Includes the values of Everyday Lives, Person Centered Planning and Self Determination.
- Must ensure that all services and supports that are provided with public dollars match assessed needs and reflect the person's preferences.
- Assists in ensuring quality within the system while promoting individual choice and control.

What information is included in the ISP?

The person, the family, and people who know the person best will provide information to be included in the ISP, such as:

- Person Centered Information - what others like about the person, what is important to and for the person to have in their life, and the person's preferences including routines, what is working and what is not working in the person's life
- Medical - current health concerns as well as developmental and medical history
- Health And Safety – including knowledge of safe practices associated with cooking / use of appliances and traveling in the community. Also an explanation of what supports are needed for health and safety, for example, assistance needed in the event of a fire.
- Communication - including how the individual communicates with others
- Supervision - how much supervision is needed when the individual is at home/in the community/at a day activity
- Information from each current service provider

Who completes the ISP?

The Supports Coordinator (SC) gathers the above information and coordinates the completion of the ISP. The information shared by the person and their family/caregiver is central to the ISP process. To help everyone prepare for the ISP meeting, a copy of the ISP can be obtained. To obtain a blank ISP form contact your Supports Coordinator.

When is the ISP developed?

The first ISP is developed once the intake/registration process is finalized. For people already receiving intellectual disability services, the Supports Coordinator is responsible for coordinating, reviewing, and updating the ISP when changes occur, and coordinating annual and semi-annual reviews. The information provided in the ISP is comprehensive and multiple meetings or contacts between the person, the family, others who know the person, the Supports Coordinator, and representatives from provider agencies are essential to gather the information for a thorough ISP.

What is an outcome?

The information in the completed ISP will help identify what a person should work on to maintain current skills, to develop new skills and to develop Outcomes. Outcomes will reflect:

- What they would like to maintain in their life
- The changes they would like to see for themselves
- The changes that people that support them would like to see happen
- The priorities which are identified by the person and people that support them
- Skills that are currently important for them-to work on or to maintain
- Formal and informal assessments and information gathering
- Links to appropriate informal and formal supports and services

Outcomes are linked to qualified providers, family, community or other non-traditional supports. Service providers who are paid through public funds must assist in ensuring the health and safety of the individual and/or their continued involvement within the community and must have an outcome.

Where can I find more information on ISPs?

- The Office of Developmental Programs Consulting System: www.odpconsulting.net

Bulletin information

For additional information from ODP, please refer to the following bulletins on the PA Department of Human Services website.

- 00-10-12: Individual Support Plans (ISPs)
- 00-10-12: Annotated ISP: [Attachment to 00-10-12] Individual Support Planning

Allegheny County Department of Human Services, Office of Intellectual Disability
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For more information regarding OID, including additional FactSheets visit <http://alleghenycounty.us/Human-Services/Programs-Services/Disabilities/Intellectual-Disability.aspx>