

CSIL

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Individualized Funding Resource Centre Society and
Spinal Cord Injury BC
3 part series

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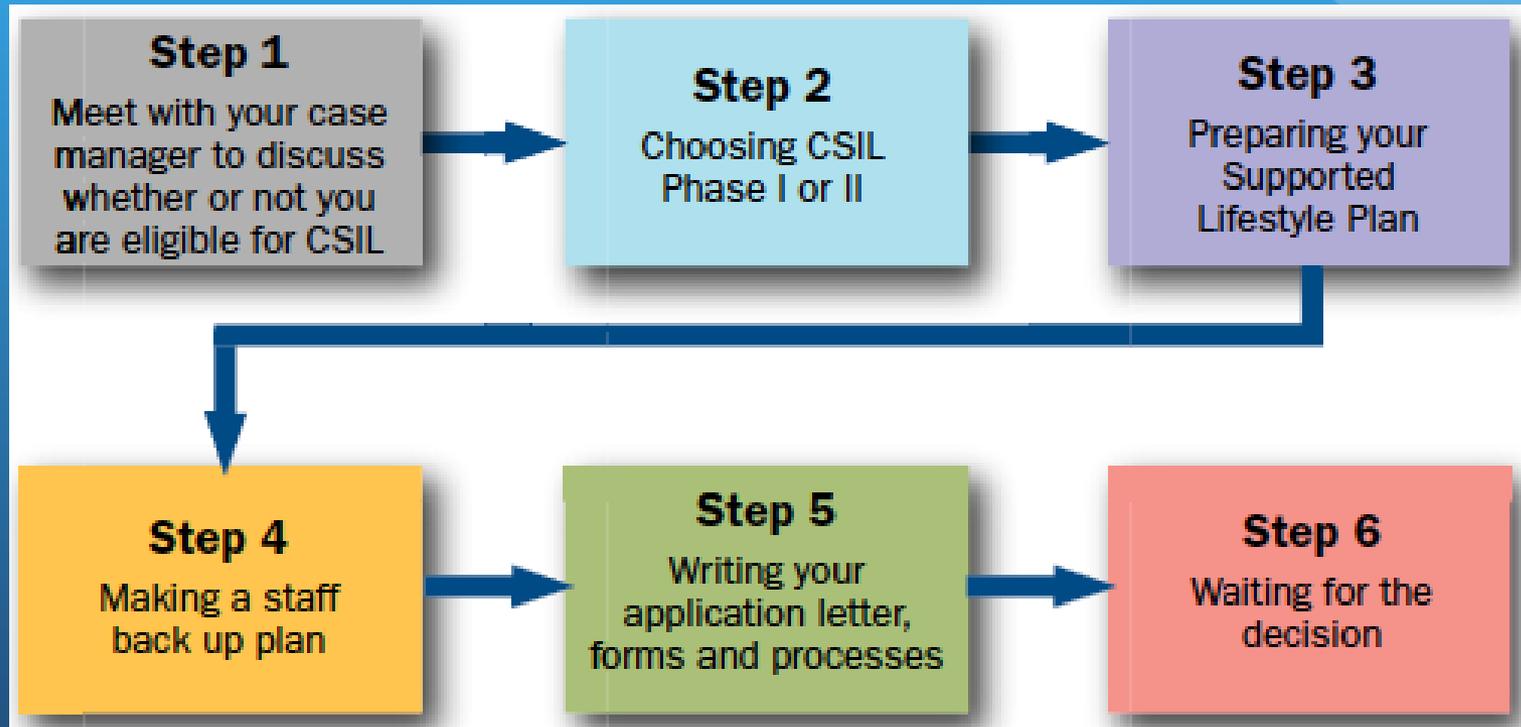
Today's session

- Getting ready to apply for CSIL
 - The first 3 steps in the application process
 - How to prepare the key resources you need before you apply:
 - The Supported Lifestyle Plan
 - Time task analysis??

You are eligible to apply

- Follow the steps
 - SCI BC online module provides a 6 step process
- Don't rush
- A complete and well thought out application will be approved sooner

Module 2: 6 step process



Step 1

Meet with your case manager to discuss whether or not you are eligible for CSIL

- Check the basics and meet with a case manager

Are you Eligible for CSIL Phase I or Phase II?

	Requirement	Yes or No?
1	You are 19 years of age or older and require personal assistance because of a disability with high-intensity care needs.	?
2	You are a Canadian citizen or have permanent resident status and have lived in BC for three months.	?
3	You have been assessed by a health authority professional who found you were eligible for home support services.	?
4	A health authority case manager has determined that you are eligible for CSIL services.	?
5	Phase I: You show that you can safely coordinate and manage CSIL services.	?
	Phase II: You have a Client Support Group or representative who demonstrates the ability to manage all aspects of your services on your behalf.	?
If you answered "YES" to all 5 questions, you are eligible for CSIL—either Phase I or Phase II.		

Step 2

Choosing CSIL Phase I or II

Phase 1: Direct Employer

People who are ready and willing to manage their own home support services:

- to become a CSIL employer.
- responsibility for managing their own funding and supports
- Individuals can hire bookkeepers to help manage the payroll and financial reports

Phase 2: Client Support Group

People who are not able, or not always able, to manage their own home support services.

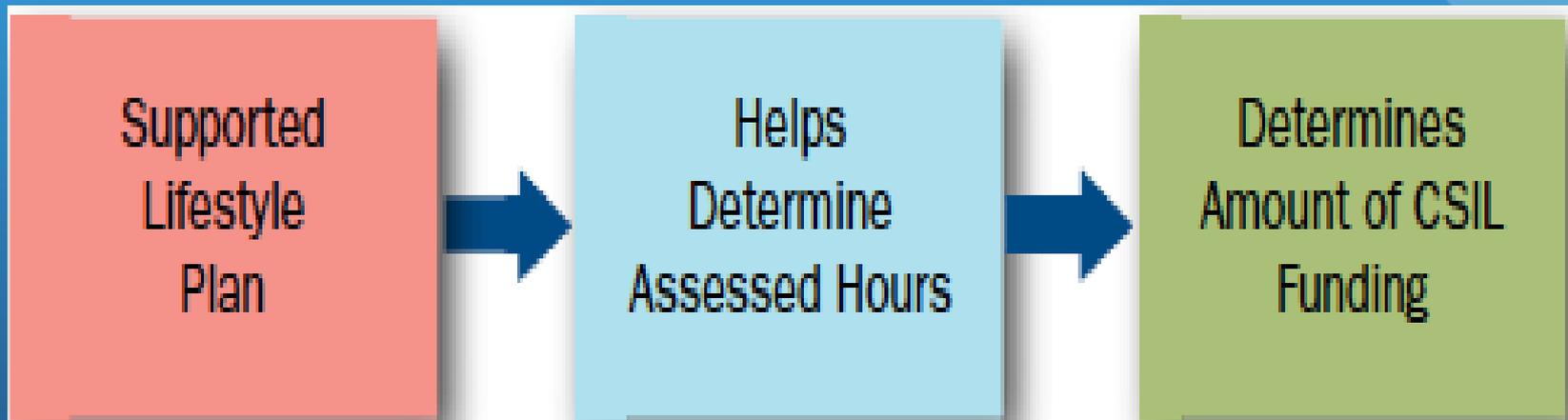
- friends, family or supporters-registers as a non-profit society
- acts as the employer on the CSIL user's behalf.

Or Rep agreements

- Talk to your case manager
- Nidus Personal Planning and Resource Centre and the Public Guardian and Trustee of BC for information on legal representatives

Step 3:

Preparing your Supported Lifestyle Plan



IMPORTANT!!

It's all in the details!!

Morning Dally Tasks		
Morning Routine		Time per day
Transfer from bed to commode chair using ceiling lift		= 10 mins.
Toilet routine	During routine, prepare breakfast, wheelchair, bed with towel and pillows	= 20 mins.
Shower, including shampoo, body, shaving		= 20 mins.
Transfer from commode chair to bed using ceiling lift		= 10 mins.
Dry body off		= 5 mins.
Skin care/medicated cream		= 8 mins.
Dressing		= 10 mins.
Transfer from bed to wheelchair using ceiling lift		= 10 mins.
Hair care		= 2 mins.
Feed breakfast		= 15 mins.
Clean up from breakfast/shower, put items where can be reached		= 10 mins.
Total		= 120 mins

Details!!!

- home support hours you receive depends on the level of your personal care needs
- thorough assessment of your own needs
- care needs = smallest components
- how much time it takes to do each task on your worst day
 - = benchmark time
- Focus on personal care -housekeeping, meal prep only when they are incidental to personal care.
- (Example: Bath = 45 min. Cleaning tub after bath = 5 min.)
- Do it with attendant or family member
- If family members live with you, describe their work and other responsibilities that prevent their giving care
- prepare a list of any medical issues that relate to personal care needs

Include any and all medical issues!

- Acid Reflux -
- Bladder
- Heat Rashes
- Sleep Apnea - utilizing a CPAP machine
- Diet
- Pressure Sores
- Seborrhea
- Athlete Feet
- Bowel
- Headaches
- Pain

Meeting with the case manager

- Meeting with case manager
- Arrange an appointment for a home visit from your case manager at the local health unit by themselves first, give them a chance
- Present your plan
- Case manager will also use an assessment tool
- Emphasize that you understand your support needs
- 24 hour live-ins are possible -- flat rates

Meeting with the case manager

- Be prepared to educate case managers:
- You meet with your case manager and provide a letter, stating why you want to go on the program
- Support your request
- -if getting hours, may reassess it hasn't been done in the last year
- -when approved backup plan, agency for emergency,
- -questionnaire??

Meeting with the case manager

- Be prepared: as they push extended care facility, group home
- Meals on wheels
- Volunteers
- Friends
- Time task analysis
- The most we provide is four hours a day!
- If we give you 8hrs we cant give to 4 sinors
- Our health authority has not enough money like Vancouver
- Ask you to due transfers in front of them
- Looking around aprt

The budget!

- Once you know the number of home support hours you will receive, you can calculate a CSIL budget
- Calculating a budget will help you to determine whether the hours provided will be sufficient to meet your needs
- Example: eligible for 6 hours per day of home support
- CSIL will give direct funding of $\$29.50 / \text{hour} \times 6 \text{ hours} = \$177 / \text{day}$
- 20% will be needed for employer costs: $20\% \times \$177 = \35.40 / by 6
Per hour $\$23.60 / \text{HR}$
 - WCB, vacation pay, stat days, accounting
- Funds available to pay workers' wages: $\$177 - \$35.40 = \$141.60 / \text{day}$
- If you paid support workers at a rate of $\$12 / \text{hour}$, then you could afford $141.60 / 12 = 11.8$ hours of home support per day. $/13 = 10.9$
 $/14 = 10.1$ $/15 = 9.4$

Making a staff back up plan

- CSIL employers need to plan for times when their primary assistants are not able to work
- Identify all of your options
 - Write them down = create a process

My back up plan is?

My Back Up Plan	
I have _____ members of staff who will cover _____ days per week.	
If...	I will...

A recommended format

1. I have three members of my staff who will cover seven days per week.
2. If one is sick, I will contact the other two to see if they can come in.
3. If these two options fail, I have a list of friends on CSIL who are willing to share their back-up staff.
4. I have three people among my family and friends who can do some basic tasks for me in an emergency.
5. I have a written agreement with an agency for emergency support, if the above steps fail.

Writing your application letter, forms and processes

- ? Why you want to be on CSIL.
- ? Why the CSIL service option would work well for you.
- ? What you understand about being a CSIL employer.
- ? What skills or experience you have that would help you manage CSIL.
- ? What initial steps you've taken to prepare for CSIL.

Why do you want to be a CSIL employer and why are you a good candidate?

What are the responsibilities you will have as a CSIL employer?

If you are applying for CSIL Phase II, do you have someone to act as your representative or five people who could serve as your Client Support Group?

Yes No

Describe any experience or skills you have that will help you be a good CSIL employer. For example, have you supervised staff before?
