

Glossary for Person-Centered Practices
September 2008
Virginia Systems Transformation Resource Team for Goal 2

Term	Definition
Care Coordinator	See “Support Coordinator.” This is a term currently used by the Virginia Department for the Aging and the Area Agencies on Aging.
Case Manager	See “Support Coordinator.” This is a term currently used by the Departments of Medical Assistance Services and Mental Health, Mental Retardation and Substance Abuse Services, the Community Services Boards, and the Independent Living Centers.
Circle of support	A group of three (3) or more who have been designated by the individual to assist him/her to accomplish personal life goals and to support the individual in making decisions.
Choice	The right, power, or opportunity to choose; option. Informed choice: When an individual is informed of all of the options that are available and understands these options and the impact of the choice.
Client	See “Individual.”
Conservator	See “Surrogate Decision Maker.”
Consumer	See “Individual.”
Dignity of Risk	Acknowledging that an individual can make his or her own choices, although a decision may be perceived to be risky to another individual, the person making the choice realizes the risks and the choice should be respected (Modified from: http://www.sailability.org/pdf/safety.pdf).
Guardian	See “Surrogate Decision Maker.”
Independence	The right to live with dignity and with appropriate support in one’s own home, fully participate in one’s community, and control and make decisions about one’s life (from National Council on Independent Living website).
Individual	Person
Individual budget	See “sub-glossary” (at end of the document)
Individual Profile	A personal description of the individual. A profile is a tool to help focus on what’s important to the individual, what needs to stay the same and what needs to change for the individual to have a good life.
Individual Support Plan	An individual’s plan for supports and actions to be taken during the year to lead toward his or her desired outcomes. It is developed by the individual and partners chosen by the individual to help. It is directed by the individual’s vision of a good life, his or her talents and gifts, what’s important to the individual on a day-to-day basis and in the future, and finally, what’s important for the individual to keep healthy and safe and a member of communities.
Meaningful Activities	Activities that individuals indicate are personally meaningful to them.

<p>Microboard</p>	<p>~An organization, incorporated under the laws of the Commonwealth, whose mission and scope is to develop, provide and oversee the delivery of services and supports, within a formal organizational structure, to an individual who requires assistance in decision making. Microboard membership is comprised of the individual and others in personal, unpaid relationships with the individual.</p> <p>~A dedicated group of people who are committed to the individual to assist him/her to accomplish personal life goals and to support the individual in making decisions and, if so designated, as a substitute decision-maker.</p>
<p>Natural support</p>	<p>Supports that occur naturally within the individual's environment. These are not paid supports, but are supports typically available to all community members. Natural supports should be developed, utilized and enhanced whenever possible. Purchased services should supplement, not supplant, the natural supports. Some examples of natural supports are the family members, church, neighbors, co-workers, and friends (from: Indiana's Disabilities and Rehabilitation – Person Centered Planning Guidelines).</p>
<p>Participant</p>	<p>See "Individual."</p>
<p>Person-Centered Planning</p>	<p>A planning process that focuses on the needs and preferences of the individual (not the system or service availability) and empowers and supports individuals in defining the direction for their own lives. Person-centered planning promotes self-determination, community inclusion and typical lives.</p>
<p>Person-Centered Practices (Person-Centeredness)</p>	<p>Practices that focus on the needs and preferences of the individual, empower and support the individual in defining the direction for his/her life, and promote self-determination, community involvement, contributing to society and emotional, physical and spiritual health.</p>
<p>Planning Partner</p>	<p>A family member, friend or professional who supports individuals with disabilities and seniors with planning and directing their services and supports.</p>
<p>Preference</p>	<p>When an individual selects one thing over another; all person-centered practices and/or the planning process find and assure individual preference.</p>
<p>Recipient</p>	<p>See "Individual."</p>
<p>Self-determination</p>	<p>These five principles are part of self-determination; they should not be understood as mutually exclusive.</p> <p>Freedom: to choose a meaningful life in the community.</p> <p>Authority: over a targeted amount of dollars.</p> <p>Support: to organize resources in ways that are life enhancing and meaningful to the individual with a disability.</p> <p>Responsibility: for the wise use of public dollars and recognition of the contribution individuals can make to their communities.</p> <p>Confirmation: of the important leadership role individuals and their families must play in a newly re-designed system and support for the self-advocacy movement (from Center for Self-Determination).</p>

Self-direction	Self-direction offers a truly transformative approach that gives individuals and families the opportunity to choose providers of support and services and to have greater control over the funds spent on these supports.
Services Facilitator	"Services facilitator" means the DMAS-enrolled provider who is responsible for supporting the individual and the individual's family member/caregiver (when he or she is acting as an employer on the individual's behalf), by ensuring the development and monitoring of the Consumer-Directed Services as described in the Individual Support Plan, providing employee management training, and completing ongoing review activities as required by the individual and DMAS for services. These services include companion, personal assistance, and respite services (from: MR Waiver regulations, DMHMRSAS website).
Support Coordinator	A person who assists an individual in developing and implementing a person-centered plan, including linking an individual to supports identified in the plan and assisting the individual directly for the purpose of locating, developing, or obtaining needed supports and resources.
Support Broker	A person who assists individuals by providing information, education, and help in identifying, developing, and managing resources (both human and financial). When appropriate, support brokers also assist those who support individuals and the community.
Surrogate Decision-Maker	A person who has the authority to make decisions on behalf of an individual. The term includes: <i>Conservator</i> , who is a person appointed by a court to be responsible for managing the estate and financial affairs of an individual who is found to lack capacity to manage his or her own estate or financial affairs; and. <i>Guardian</i> , who is a person appointed by a court to be responsible for the personal affairs of an individual found to lack capacity to manage his or her own personal affairs. Guardians can have the authority and responsibility to make decisions regarding the individual's support, care, health, safety, habilitation, education, therapeutic treatment, and sometimes, residence (see Virginia Code § 37.2-1000).
Transition Coordinator	Transition coordinators support individuals through the transition process from nursing homes and long-stay hospitals to the community, and provide them with information and materials on informed choice and available community residential options.