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## Choosing a Respondent for the SIS™ and the PA Plus

**THE RIGHT RESPONDENTS CAN MAKE ALL THE DIFFERENCE IN CAPTURING AN ACCURATE PICTURE OF YOUR SUPPORT NEEDS!**

***For your SIS™ and PA Plus assessment, you must have at least 2 respondents.***

### Checklist for Choosing Respondents

- √ A respondent must be someone who knows you well.
- √ You, as an individual who need the supports and services, can be a respondent. You choose whether or not to participate as a respondent.
- √ The respondent must know you from direct experience doing day-to-day things.
- √ A respondent must know you for at least 3 months.
- √ A respondent can answer detailed questions about your need for support.
- √ Choose as many respondents as you need to accurately know and communicate your support needs at different times of the day, evening and night both weekdays and weekends, between home and work, both during quiet and active periods and when the you are alone or with other people. Your group of respondents should be able to answer all questions.
- √ Respondents should be able to contribute knowledge about the full range of supports you need to have an Everyday Life.
- √ Your respondents could include family, friends and support staff.
- √ You should be comfortable with all of the respondents helping complete the interview with you.

***Here are some areas that will be covered during the SIS™ and the PA Plus interview.***

**HOME LIVING ACTIVITIES SECTION:**

Some areas that will be covered in this section will ask you about support you need with toileting, dressing and bathing. Other areas are cooking and preparing meals. What does it take for you to eat a meal? What help do you need in cleaning your home, cleaning the bathroom, taking out trash?

**COMMUNITY LIVING ACTIVITIES:**

Some of the things this section looks at are transportation (daily, school to work, vacation), recreation/leisure activities, going and visiting friends and family and using community services. What type of support do you need to shop, handle money, write checks, join recreational events, eat out, spend time with community members?

**LIFE LONG LEARNING ACTIVITIES:**

This section looks at the support you need to interact with others in learning situations. What level of support do you need to operate a personal computer, communication device or any other type of technology device? What support do you need to learn what your rights are and to direct your own care? What support do you need to learn how to speak up for yourself?

**EMPLOYMENT:**

Here the SIS™ asks about what kind of support you need to work. What supports will you need to learn job skills? What support will you need to interact with co-workers and your supervisors?

**HEALTH AND SAFETY ACTIVITIES:**

This section asks about support you need to take medications, get the healthcare you need, get emergency help if you need it. Do you need support to take medications at the correct time and the correct amount, fill pill boxes, and refill medications? What support do you need to respond to smoke detectors and eat a nutritious diet?

**SOCIAL ACTIVITIES:**

This section will cover things like the support you need to interact with people at home and with neighbors. It will ask about support you need to make and keep friends and engage in intimate relationships. What support do you need to make plans with other people? What support do you need to attend or host a party?

**OTHER IMPORTANT THINGS TO KNOW ABOUT YOUR RESPONDENTS:**

1. You should know that you can have more than two respondents.
  2. There is no maximum number of respondents, but size of the group should be considered in order to efficiently complete the interview.
  3. You should also know that if there are very personal topics that you are uncomfortable with everyone hearing, you can ask the respondents to leave for that part of the interview.
  4. If you choose not to participate or cannot fully participate, then at least two other respondents must be selected.
  5. You decide who else will be asked to be respondents. If you, the person receiving services through ODP, is unable to make this decision, your family will choose the respondents. If you, the person receiving services, is unable and do not have family available to make this decision, the Supports Coordinator will enlist the help of the ISP team to choose respondents for you.
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