

## Plan Developer Information

### What does the Plan Developer do?

The plan developer is the person the participant chooses to help them with the following tasks:

- Decide who to invite to the person-centered planning meeting;
- Assist in finding a location and facilitating the person-centered planning meeting;
- Write the Individual Support Plan (ISP) with the approval of the participant and the participant's guardian (if applicable);
- Verify the necessary supporting documentation has been included as part of the ISP;
- Make any needed corrections to the ISP;
- Make sure all of the required signatures are on the ISP;
- Ensure the ISP is submitted to the Bureau of Developmental Disability Services (BDDS) within the required timeframes; and
- Modify the ISP during the plan year, as needed.

### How do I get a Plan Developer?

Participants may develop their own plan or choose a paid or non-paid plan developer. Most participants choose to use a paid plan developer. The Independent Assessment Provider (IAP) can provide you with a list of Service Coordination Agencies if you need help finding a plan developer. A list of Plan Developers can also be found on the Adult DD Care Management website located at:

<http://www.healthandwelfare.idaho.gov/Medical/DevelopmentalDisabilities/AdultDDCareManagement/tabid/211/Default.aspx>

### Who can be a Plan Developer?

#### *Paid Plan Developers*

- A paid plan developer must meet the same qualifications as a service coordinator.
- A paid plan developer cannot be paid to provide any other services requested on the ISP they develop for a participant, except for plan development and/or service coordination.
- A paid plan developer cannot be an IAP.

#### *Unpaid Plan Developers*

- An unpaid plan developer can be any adult a participant chooses, as long as this person is not paid to provide any services requested on the participant's ISP, other than plan development.