

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:

- Deciding who to invite to the person centered planning meeting.
- Assisting in finding a location, sending invitations, and running the person centered planning meeting.
- Writing the Individual Service Plan (ISP) with the approval of the participant and/or the participant's guardian.
- Attaching all needed information to the ISP, such as the *Extenuating Circumstances Form*.
- Making any needed corrections to the ISP.
- Getting signatures on the ISP.
- Ensuring the ISP is turned in to the Independent Assessment Provider (IAP) within the required timeframes.
- Modifying the ISP during the plan year, as needed.

How do I get a plan developer?

The independent assessor will give the participant a list of agencies that employ trained plan developers. The participant can choose a paid plan developer from this list, if they want.

Who can be a plan developer?

- The participant chooses whether to have a paid plan developer or an unpaid plan developer.
- A paid plan developer must meet the qualifications of a service coordinator.
- An unpaid plan developer must get training from the regional trainer and be authorized to provide this service.
- An unpaid plan developer can be anyone the participant chooses, but can't provide paid services to the participant.
- A participant can be the plan developer, if the participant meets the qualifications.

