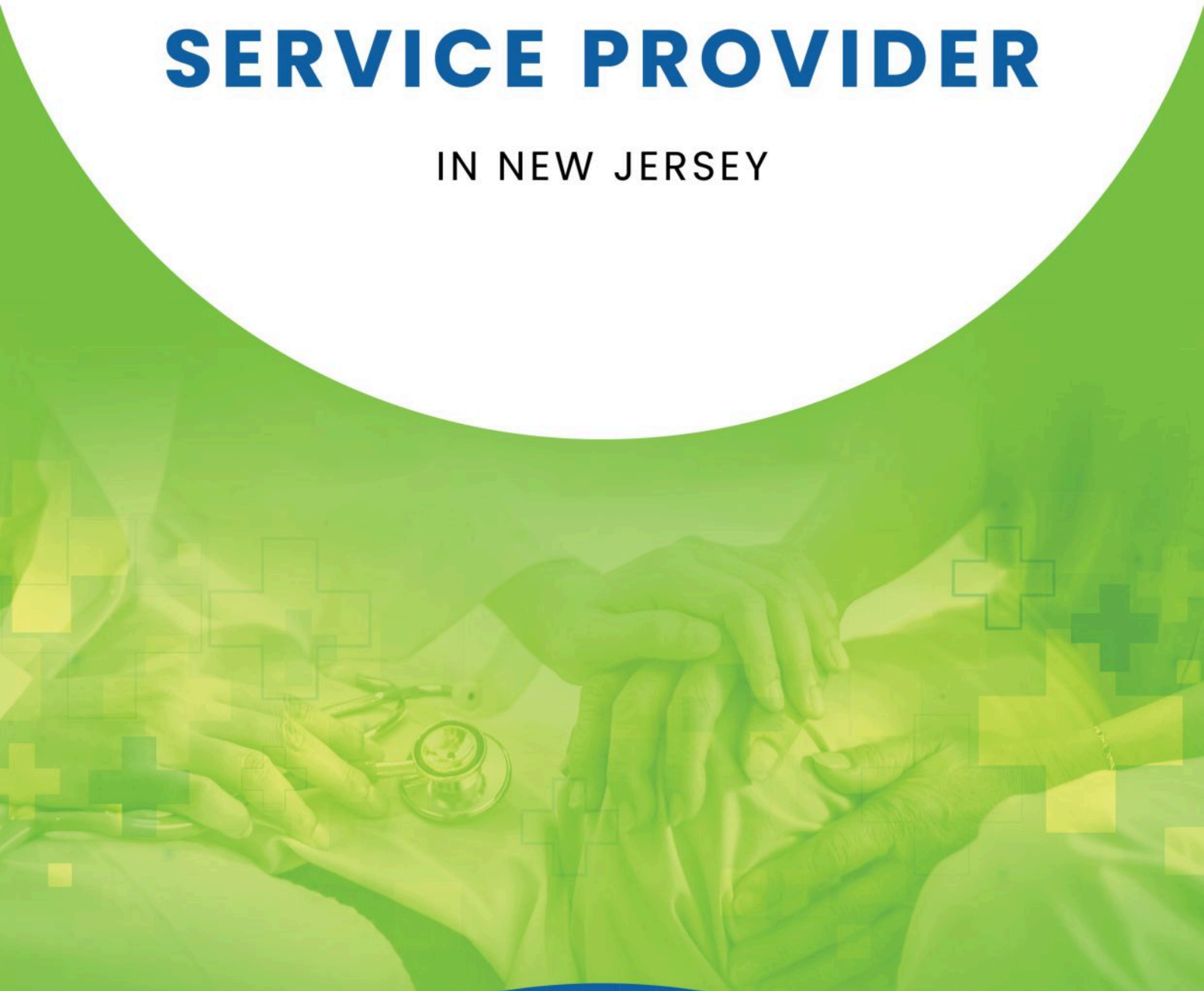
HOME HEALTHCARE SERVICE PROVIDER

IN NEW JERSEY



Implementation Plan Proposal

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Implementation Plan for Intensive In-Home Supports Behavioral Services (IIH-Behavioral)

Service Description and Approach

[AGENCY NAME] presents a fully developed and strategic implementation plan to deliver the Intensive In-Home Supports Behavioral Services (IIH-Behavioral) program. [redacted] The following sections outline the actionable steps, timelines, and metrics to prepare [AGENCY NAME] to meet and exceed the New Jersey Department of Children and Families' (DCF) requirements.

1. Goals and Objectives

Overview

The overarching goal of this program is to enhance the quality of life for youth with I/DD by addressing behavioral challenges, improving functional capacities, and equipping families with the necessary tools to maintain progress long-term. These objectives align with [AGENCY NAME]'s mission to deliver family-centered, evidence-based services that foster independence and inclusion.

Key Goals

1. **Stabilize and Improve Functioning**
   [redacted]
2. **Prevent Out-of-Home Placements**
   [redacted]
3. **Transfer Skills to Families**
   [redacted]

Metrics

To monitor the program's effectiveness and ensure alignment with goals, [AGENCY NAME] will employ a robust metrics framework.

Objective	Metric	Target Value	Measurement Tool	Frequency
Behavioral stabilization	Reduction in crisis episodes	≥ 50% decrease	Incident logs & caregiver reports	Monthly
Prevent out-of-home placements	Reduction in care escalations	≥ 30% reduction	Placement/hospitalization records	Quarterly
Skill transfer effectiveness	Family-reported confidence in behavior management	≥ 80% of families report improved confidence	Family satisfaction surveys	Post-intervention
Long-term functional gains	Youth independence in community activities	≥ 70% of youth achieve measurable progress	Functional assessments	Annual

2. Service Delivery Model

[AGENCY NAME] adopts a multidisciplinary, evidence-based approach to delivering IIH-Behavioral services. Grounded in Applied Behavior Analysis (ABA) principles, this model emphasizes individualized interventions, proactive strategies, and strong family involvement.

Core Components

1. **Functional Behavioral Assessments (FBAs)**

2. **Behavioral Support Plans (BSPs)**

3. **Direct Interventions**

4. **Family Training**

Service Metrics

Service Component	Metric	Target Value	Measurement Tool	Frequency
FBA completion time	% completed within 14 days of referral	≥ 95%	Service tracking reports	Biweekly
BSP implementation	% of BSPs implemented within 7 days	≥ 90%	Compliance audits	Monthly
Family training impact	% of families demonstrating strategy use	≥ 85%	Post-training assessments	Quarterly
Youth progress	% achieving individual treatment goals	≥ 75%	ABA data collection logs	Weekly reviews

Phased Implementation Timeline

[AGENCY NAME] implements a phased, systematic approach to becoming fully operational within 60 days. Each phase includes precise deliverables, ensuring readiness at every step.

Phase 1: Preparations (Weeks 1–2)

1. **Finalize Agreements**: [redacted]
2. **Staffing and Recruitment**: [redacted]
3. **Resource Preparation**: [redacted]
4. **Compliance Checks**: [redacted]
5. **Workflow Development**: [redacted]

Deliverables:

- [redacted]
- [redacted]
- [redacted]

Phase 2: Training and Onboarding (Weeks 3–4)

1. **Training Sessions**: [redacted]
2. **System Familiarization**: [redacted]
3. **Case Assignments**: [redacted]

Deliverables:

- [redacted]
- [redacted]

Phase 3: Service Launch (Weeks 5–6)

1. **Initial Onboarding**: [redacted]
2. **Assessments and Planning**: [redacted]
3. **Direct Interventions**: [redacted]

Deliverables:

- [redacted]
- [redacted]

Phase 4: Monitoring and Scaling (Post-60 Days)

1. **Data-Driven Adjustments**: [redacted]
2. **Scaling Services**: [redacted]

3. **Feedback Integration**: [redacted]

Deliverables:

- [redacted]
- [redacted]

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3. Weekly Action Plan

Week	Action Items	Deliverables
Week 1	Recruit staff, verify licensure, procure supplies	Team hired; materials ready.
Week 2	Develop workflows, finalize contracts	Operational workflows established.
Week 3	Conduct trauma-informed care training	Trained, certified staff.
Week 4	Introduce staff to CYBER, EVV systems	Operational compliance systems tested.
Week 5	Conduct FBAs, onboard first cases	Individualized BSPs created for first 20 cases.
Week 6	Begin direct interventions	Initial interventions monitored for progress.
Week 7+	Expand service delivery, analyze data	Quarterly report and scaling improvements.

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4. Cultural Competency

[AGENCY NAME] is deeply committed to culturally inclusive and trauma-informed care, recognizing the diversity of the communities we serve.

Key Strategies

1. **Multilingual Services**
   [redacted]
2. **Mandatory Staff Training**
   [redacted]
3. **Culturally Adapted BSPs**
   [redacted]

Metrics for Inclusivity

Aspect	Metric	Target Value	Measurement Tool	Frequency
Multilingual service capacity	% of families served in their primary language	≥ 95%	Family feedback surveys	Quarterly
Staff training completion	% staff completing cultural training	100%	Training attendance records	Annual
Cultural alignment of BSPs	% BSPs incorporating family input/feedback	≥ 90%	BSP audits	Biannual

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5. Inclusion of Stakeholders

Stakeholder Roles

1. **Care Management Organizations (CMOs)**
   - [redacted]

- [redacted]

2. **Community Partners**
   - [redacted]
3. **Families**
   - [redacted]
   - [redacted]

Metrics for Stakeholder Engagement

Group	Engagement Metric	Target Value	Measurement Tool	Frequency
CMOs	% of cases with active CMO collaboration	≥ 95%	Referral logs and meeting records	Quarterly
Family participation	% of families attending Child and Family Teams (CFTs)	≥ 85%	Attendance logs	Quarterly
Partner collaboration	Number of active community partnerships	≥ 10	Partnership agreements	Annual

Outcomes and Evaluation

Evaluation Framework
Outcome Metrics

Outcome Type	Metric	Target Value	Measurement Tool	Frequency
Short-Term Outcomes	Stabilized behaviors within 3 months	≥ 70% youth stability	Weekly progress logs	Monthly reviews
Mid-Term Outcomes	Family-reported skill transfer	≥ 80% satisfaction	Caregiver surveys	Post-intervention
Long-Term Outcomes	Functional independence in daily tasks	≥ 75% of youth achieve this	Functional assessments	Annual reviews

Short-Term Outcomes
The initial phase of the program focuses on stabilizing youth functioning and addressing immediate behavioral challenges to reduce clinical risks and improve the quality of life for families.

1. **Stabilized Youth Functioning**:
   - **Goal**: [redacted]
   - **Implementation**: [redacted]
2. **Reduction in Maladaptive Behaviors**:
   - **Goal**: [redacted]
   - **Implementation**: [redacted]

Mid-Term Outcomes
The mid-term phase aims to consolidate progress by transferring skills to youth and families while integrating community-based supports for broader sustainability.

1. **Successful Skill Transfer to Youth and Families**:
    - **Goal**: [redacted]
    - **Implementation**: [redacted]
2. **Linkages to Community-Based Supports**:
    - **Goal**: [redacted]
    - **Implementation**: [redacted]

Long-Term Outcomes
The long-term vision for the program is to foster independence and integration for youth while enhancing caregiver confidence to sustain these outcomes over time.

1. **Youth Independence and Community Integration**:
    - **Goal**: [redacted]
    - **Implementation**: [redacted]
2. **Increased Family Confidence in Caregiving**:
    - **Goal**: [redacted]
    - **Implementation**: [redacted]

Performance Metrics
To track progress and ensure the program's effectiveness, [AGENCY NAME] employs a comprehensive performance monitoring system based on Key Performance Indicators (KPIs) and data-driven evaluations.

1. **Data Collection Methods**:
    - **CYBER Platform**: [redacted]
    - **Electronic Visit Verification (EVV)**: [redacted]
2. **Defined Key Performance Indicators (KPIs)**:

Outcome Area	Metric	Target	Measurement Tool	Frequency
Stabilized youth functioning	% reduction in crisis episodes	≥ 50% decrease	Incident reports, caregiver logs	Monthly

Reduction in maladaptive behaviors	% decrease in problematic behaviors	≥ 30% reduction	FBA data, session notes	Biweekly
Family skill acquisition	% of caregivers demonstrating proficiency in BSP techniques	≥ 80%	Post-training evaluations	Quarterly
Youth independence	% of youth achieving functional goals	≥ 70%	Functional assessments	Annual
Community integration	% of youth linked to external supports	≥ 90%	Service coordination records	Semiannual

3. **Progress Monitoring and Feedback Loops**:
   - [redacted]
   - [redacted]
   - [redacted]

Partnerships and Community Engagement

Collaborations with Stakeholders

[AGENCY NAME] has established robust partnerships with key stakeholders to enhance service delivery and provide comprehensive support for children and families. These collaborations ensure that interventions are tailored, sustainable, and integrated into the community.

1. **Care Management Organizations (CMOs)**:
   - [redacted]
   - [redacted]
2. **Educators and Schools**:
   - [redacted]
3. **Healthcare Providers**:
   - [redacted]
4. **Community Organizations**:
   - [redacted]

Transparency and Accountability Strategies

1. **Regular Reporting**:
   - [redacted]
2. **Open Communication Channels**:

- [redacted]

3. **Community Workshops**:
   - [redacted]

Compliance and Risk Management

Adherence to Regulatory Standards

1. **Contractual Compliance**:
   [redacted]
2. **Legal Compliance**:
   - **HIPAA**: [redacted]
   - **Danielle's Law**: [redacted]
   - **Child Abuse Reporting**: [redacted]

Risk Management Policies

1. **Staff Screening**:
   [redacted]
2. **Incident Reporting**:
   - [redacted]

Service Continuity

1. **Mitigation of Delays**:
   - [redacted]
2. **Timely Intervention**:
   - [redacted]

Conclusion

[AGENCY NAME] is fully prepared and equipped to deliver the Intensive In-Home Supports Behavioral Services (IIH-Behavioral) program with the highest standards of professionalism, cultural competence, and evidence-based care. [redacted] This proposal aligns seamlessly with DCF's mission to provide supportive, family-centered care that addresses the holistic needs of children and their caregivers, creating sustainable outcomes that benefit both individuals and the wider community.