

Licking County Board of Developmental Disabilities

Administrative Policy Manual

Policy: Technology First

Board Approved: 6/22

Revised:

Reviewed: 05/25

Section: 4.14

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I. SUBJECT

Technology First

II. POLICY

The Licking County Board of Developmental Disabilities will ensure that technology is considered as a part of all services and support plans for people with disabilities to improve their quality of life and experience more independence and personal freedom. Remote support must be considered as a first option when authorizing services for a person with disabilities, and before authorizing on-site Homemaker/Personal Care staff. Supportive technology is any product, device, equipment, and the related supports and services that may be used to maintain, increase, or improve the functional capabilities of individuals with developmental disabilities and afford them maximum control over their daily life, activities, health, and safety.

III. PROCEDURE

A. Implementation

- 1) The Licking County Board of Developmental Disabilities will ensure that technology solutions are explored and documented throughout the initial and ongoing person-centered assessment and planning process and used to the greatest extent possible to support the outcomes in an individual service plan.
- 2) The Licking County Board of Developmental Disabilities will identify ways to increase capacity for use of technology solutions and outline specific steps to be taken to establish benchmarks for increasing the number of individuals who benefit from the use of technology solutions.
- 3) The Licking County Board of Developmental Disabilities will ensure staff receive adequate and ongoing training about technology options to increase the level of knowledge, skill and comfort when assessing how technology may help meet needs or achieve outcomes.

B. Process

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- 1) The Licking County Board of Developmental Disabilities will collaborate with individuals served and their families, providers of services, the Ohio Department of Developmental Disabilities, and community partners such as schools, mental health agencies, Area Agency on Aging, Licking County Job and Family Services, public transit authorities, vocational rehabilitation centers and employers to expand awareness and use of technology solutions by individuals served.
- 2) The Licking County Board of Developmental Disabilities will use the person-centered assessment and planning process to identify the individual's unique strengths, interests, abilities, preferences, and resources and explore how technology solutions might support the individual's desired outcomes.
 - a) The individual and the individual's team will discuss any technology solution previously or currently used by the individual and the effectiveness of the technology solution.
 - b) The individual and the individual's team will discuss the individual's needs, explore information regarding available technology solutions, and consider how each technology solution might enhance the individual's personal freedoms, increase the individual's ability to communicate effectively with others, expand opportunities for the individual to access and pursue available activities and establish meaningful relationships with people who are important to the individual, enable the individual to perform tasks that support the individual's efforts to obtain or maintain employment or help the individual increase and/or maintain independence with daily tasks and activities.
 - c) After discussing whether technology solutions may be appropriate, the individual and the individual's team will discuss how available technology solutions may advance what is important to or important for the individual, may make referrals for assessments by technology subject matter experts to identify technology solutions and may identify additional evaluations needed to determine whether other available technology solutions meet the individual's assessed needs.
 - d) When available technology solutions have been determined by the individual and the individual's team to meet the individual's assessed needs, they will be included in the individual service plan.
 - i) Technology solutions included for the duration of the individual service plan may be reviewed and modified at any time based on a request by the individual or the individual's team. Technology solutions included on a trial basis are to be reviewed by the individual and the individual's team at the conclusion of the trial period.

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- ii) When reviewing a technology solution to determine whether the solution is effective and should continue, the individual and the individual's team are to consider the individual's experience in terms of achieving the desired outcomes, whether the solution enhanced the individual's health and safety, whether additional support is needed to facilitate use of the technology solution, whether the technology solution reduced dependence on staff by increasing the individual's independence and without having the effect of isolating the individual from the individual's community or preventing the individual from interacting with people with or without disabilities and whether the individual has a desire to continue to use the technology solution.
- 3) The results of the person-centered planning process, including, as applicable, the individual's desired outcomes as they relate to technology solutions and the activities that will occur to expand the individual's exploration, awareness, and use of technology solutions, will be integrated into the individual service plan. The individual service plan will be amended if the individual's served needs change.
- 4) Annually the Licking County Board of Developmental Disabilities will review and update, as applicable, its goals and objectives related to increasing the use of technology solutions by individuals served.