Individual Rights and Choices

DSP Name:
Mentor’s Name:
Date(s) of Portfolio Review: Total Mentoring Time:

On-the-Job Competencies

Instructions: For each lesson select three (3) topics to discuss. With your mentor, discuss and check off the (3) topics as you complete them. Include comments with regard to your discussion and ideas to your shared observation as to how you used what you’ve learned on the job.

Date Lesson Completed: Total Time:

<table>
<thead>
<tr>
<th>Lesson 1: Overview of Individual Rights</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Describe your agency’s bill of rights.</td>
<td></td>
</tr>
<tr>
<td>• Explain the bill of rights and describe how you have made the people you support aware of them.</td>
<td></td>
</tr>
<tr>
<td>• Describe how you shares information with the people you support whenever a change in supports of treatment occurs.</td>
<td></td>
</tr>
<tr>
<td>• Describe how you support people with disabilities to exercise their own rights.</td>
<td></td>
</tr>
<tr>
<td>• Describe ways you assist the people you support in managing their own financial affairs to the greatest extent possible.</td>
<td></td>
</tr>
<tr>
<td>• Discuss the importance of taking every measure to protect both the privacy and confidentiality of the individuals you support.</td>
<td></td>
</tr>
<tr>
<td>• Describe the procedures within the agency you work that protect privacy and confidentiality.</td>
<td></td>
</tr>
<tr>
<td>• Discuss why it is important to refrain from asking a person you support to do personal work that is for your benefit and personal gain.</td>
<td></td>
</tr>
</tbody>
</table>

Comments:

Date Lesson Completed:

Lesson 2: Overcoming a Past of Barriers and Restrictions
No Tasks.
## Individual Rights and Choices

### Lesson 3: Restrictions of Individual Rights

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Describe what the role of a guardian entails and discuss the importance of respecting the rights of the individuals you support to make all decisions that they are able to make on their own.</td>
</tr>
<tr>
<td></td>
<td>• Describe the types of guardianship any person you support has (if s/he has a guardian) and what decisions each type allows the guardian to make on the person’s behalf.</td>
</tr>
<tr>
<td></td>
<td>• Discuss what it is important that individuals have the right to take risks and how you ensure all individuals you support have the opportunity to take reasonable risks in their lives.</td>
</tr>
<tr>
<td></td>
<td>• Describe how you balance a person’s right to take risks with the potential for harm.</td>
</tr>
</tbody>
</table>

Comments:
### Individual Rights and Choices

**Lesson 4: Your Role in Supporting Expression or Rights and Facilitating Choice-Making**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Describe how you take advantage of &quot;teachable moments&quot; to explain rights to persons he or she supports about rights the person may not know, understand, or express.</td>
</tr>
<tr>
<td></td>
<td>Describe how you teach choice-making to the people you support and use the choice-making process to do so (e.g. identify a situation where a choice is needed, gather information about the situation, identify options, identify consequences of each option, choose a preferred option, act on the decision, and evaluate the outcome).</td>
</tr>
<tr>
<td></td>
<td>Talk about how you work to find new situations throughout the day to offer choices and facilitate choice-making in the lives of the people you support.</td>
</tr>
<tr>
<td></td>
<td>Give examples of how you are creative in supporting people to develop new options and opportunities in their own lives.</td>
</tr>
<tr>
<td></td>
<td>Describe how you model responsible behavior in exercising your own rights and allowing others to exercise their rights.</td>
</tr>
<tr>
<td></td>
<td>Talk about how you use conflict management skills to teach individuals receiving supports how to act responsibly to ensure that everyone has the opportunity to exercise their rights.</td>
</tr>
</tbody>
</table>

**Comments:**

*Updated 4.7.09*
Individual Rights and Choices

Portfolio Assignments/Work Sample

Instructions: Complete at least one (1) of the listed assignment options. Share your ideas with and discuss project outcomes with your mentor. If applying for NADSP certification, complete the Summary Statement to describe your learning. Attach completed assignments to your portfolio.

☐ Option 1: The Entitlement of Rights
NADSP Competency: Advocacy

Research and write a brief summary how the Civil rights movements have effected people with intellectual challenges. Include in your summary information on basic concepts listed in various bills of rights (agency, local, state, and national government). In your summary, describe the difference between state, private, and self-guardianship and how they affect individuals. Include your opinion about how this relates to rights. Close your summary with a personal reflection on how this has changed your outlook with regard to rights.

Develop flowchart that outlines your agency’s grievance process for people in services. Also create a staff handout describing how the planning process you use (IHP or ELP) impacts the rights of people receiving services. Include in your Work Sample copies of both of these documents along with a description of how you shared this information with colleagues.

☐ Option 2: Interpretation of Rights
NADSP Competency: Participant Empowerment

Develop a questionnaire for people served and staff to learn their knowledge of rights. Then create an outline of the differences between the responses of the 2 groups. Use the outline from to develop a document that includes a list of rights that you believe should be included in a Bill of Rights for your agency that presently is not included and why. Look at your agency’s current Bill of Rights and your recommended list of additions. Write a summary about the impact it would have on the lives of people you serve if those rights did not exist.

List the people involved in decision-making and create a sample plan that addresses the need for a rights restriction and the due process plan needed to remove the restriction. Use the information you gathered and assist someone you support to identify at least 2 rights that they either need additional support to exercise or feel is restricted and support them to create a plan to change it. Write a summary about the process and your experience supporting the person to increase their rights.

☐ Option 3: The Importance of Self-Advocacy
NADSP Competency: Participant Empowerment

Develop an activity that staff could use to educate people with disabilities about the importance of exercising their rights. Use this activity to educate at least 3 individuals you support.

Include in your work sample an outline of this activity. Write a summary statement that includes a personal reflection on your experience developing and presenting this activity, the feedback you received from the people you support, a description of the overall outcome, and a summary of what you’ve learned from this activity. Make a copy of the activity and share it with at least 2 other staff. Include in your summary a description of how your colleagues will use the activity.

Updated 4.7.09
Individual Rights and Choices

☐ Option 4: DSP Choice (Create your own activity and title)
NADSP Competency: (Choose one of the 15 NADSP Competency Areas to focus on)

Develop a work sample that demonstrates your hands-on work as a Direct Support Professional. Include in your portfolio any materials you have used or developed, any relevant video or pictures you may have taken to show your accomplishments, a written summary of the activity, and a personal reflection. The work sample you create must accomplish the following:

- Focus on what you've learned in the Individual Rights and Choices Module found in the College of Direct Support;
- Be completed on-the-job to improve the life/lives of people you support and/or increase your professionalism;
- Demonstrate mastery of one (1) of the competency areas outlined by NADSP (See Appendix A); and
- Demonstrate best practice.
Individual Rights and Choices

Summary Statement *(Only required if applying for NADSP certification)*

Name:

Title of Work Sample:

Describe the challenge, issue or goal addressed by this sample:

Describe your plan for addressing the challenge, issue, or goal:

Identify the steps you actually took to complete this work sample:

Describe the outcome or result of your actions (the steps you took):

Describe how the skill standards for this competency area are shown in the work sample:

Briefly describe what you learned from completing the work sample:
Individual Rights and Choices

Please sign in the spaces below.

This Direct Support Professional has successfully completed the coursework and displayed competency on the job as it relates to Individual Rights and Choices.

_____________________________  ________________________________  ________________________________
Direct Support Professional       Mentor                                  Supervisor/Agency Approval