



Home and Community Based Services  
Rights and Required Practices for Individuals receiving Home and Community Based Services

As a provider of Home and Community Based Services, employees, sponsored providers and their assistants, and volunteers of Lutheran Family Services of Virginia ensure the following practices are implemented in all group homes, sponsored residential homes and group day support services

1. Employees, sponsored providers and their assistants, and volunteers make certain that all individuals are members of their community by
  - Ensuring that individuals have full access to the greater community and by supporting individuals to engage in life and events in the community, according to the individual's wishes and desires
  - Supporting individuals to control and use their personal resources. These resources belong to the individual. The individual is given support to decide how to use their resources.
  - Ensuring that individuals receive services in the community
2. Employees, sponsored providers and their assistants, and volunteers ensure the right of individuals to have privacy, dignity and respect is protected.
3. Employees, sponsored providers and their assistants, and volunteers ensure that individuals are free from coercion and restraint.
4. Employees, sponsored providers and their assistants, and volunteers promote each individual's initiative, autonomy and independence in making life decisions. The role of the employee, sponsored provider, sponsored provider assistant, and volunteer is to provide information and support so the individual can make an informed choice with regard to daily activities, the environment they live in – how it looks and functions for them, and who they interact with.
5. Employees, sponsored providers and their assistants, and volunteers facilitate an individual's choice about what services and support they receive and who provides them.

In all group homes and sponsored residential homes licensed under Lutheran Family of Virginia, the following is assured

1. Each individual has a lease agreement with Lutheran Family Services if they reside in a Lutheran Family Services group home.
2. Each individual who resides in a sponsored residential home had a lease agreement with their sponsored provider.



3. The lease agreement is legally enforceable and contains the same responsibilities and protections from eviction that tenants have under the landlord/tenant law of Virginia.
4. Each individual has privacy in their bedroom
  - If desired by the individual, the bedroom has a lockable door and only appropriate staff have keys to the unit
  - If individuals share bedrooms, they have a choice of roommate
  - Individuals can furnish and/or decorate their bedroom in accordance with the lease agreement
5. Individuals control their own schedules and activities and have access to food at anytime
6. Individuals can have visitors of their choosing at any time
7. The setting is accessible to the individual

**Any modification to 1-6 above is supported by a specific assessed need and justified in the person-centered plan to include consent by the individual, time frames for periodic reviews to determine if the modification is still needed and assurance that the modification will not harm the individual.**

In all services, Person Centered Service Plans include the services and supports necessary to support the individual's preferences and needs.

This document has been reviewed with me:

---

Signature and date

---

Role of person signing (individual, LG/AR, employee, sponsored provider, sponsored provider assistant, volunteer)

---

Role of person signing (individual, LG/AR, employee, sponsored provider, sponsored provider assistant, volunteer)