


New Mexico Department of Health Developmental Disabilities Supports Division (DDSD) PROCEDURE	Procedure Number: SP-002 Supersedes: New
Procedure Title: Promoting Healthy Relationships for Individuals with Intellectual/Developmental Disabilities Procedure	
Effective Date: November 24, 2008	
Approved: 	Date: 11-24-08

I. POLICY REFERENCE

S-002: Promoting Healthy Relationships for Individuals with Intellectual/Developmental Disabilities Policy

II. PURPOSE OF PROCEDURE

This procedure outlines:

1. The roles and responsibilities of the Interdisciplinary Team (IDT) members to support the sexuality needs of individuals on the Developmental Disabilities Waiver (DD Waiver) and State General Fund (SGF) programs;
2. The roles and responsibilities of the IDT members, and DD Waiver and SGF provider agency staff to participate in the DDSD sponsored training “Introduction to Sexuality Supports for Individuals with I/DD”;
3. The roles and responsibilities of the Office of Behavioral Services (OBS) to train, certify, and maintain lists of individuals who meet qualifications as Human Sexuality and Relationship Specialists;
4. The requirements for certification and qualification by the Office of Behavioral Services as a Human Sexuality and Relationship Specialist (Attachment A); and
5. The general content of the training “Introduction to Sexuality Supports for Individuals with I/DD” (Attachment B).

III. APPLICABILITY

This procedure applies to Interdisciplinary Team (IDT) members, DDSD staff, and Developmental Disabilities Waiver (DD Waiver) and State General Fund (SGF) provider agency staff supporting adults with Developmental Disabilities participating in SGF or DD Waiver services on the DD Waiver or SGF programs.

IV. DEFINITIONS

Behavior Support Consultant: Means a licensed professional approved by DDSO Office of Behavioral Services to provide Behavioral Support Consultation services.

Case Managers: Means the individual designated to coordinate services for individuals on the Developmental Disabilities Medicaid Waiver. The Case Manager is external to, and independent from, all other direct services provided to the individual.

Comprehensive Integrated System of Sexuality Services: Means a multi-component system that provides services to address the socialization and sexuality skills and supports needed for individuals with intellectual/developmental disabilities (I/DD) to live safely in the community and to obtain and keep jobs and form relationships, including intimate ones.

Direct Services: Means face-to-face support to an individual that may include (but not be limited to) the following: implementing action plans and strategies (as defined in the ISP), assisting the individual with activities of daily living, supporting the individual to develop meaningful roles in the community, transporting the individual, etc.

Direct Services Personnel: Means individuals directly responsible for the provision of specified services to the individual with developmental disabilities. Direct service personnel are individuals paid to provide the face-to-face delivery of a service to the individual.

Healthy Relationships: Means ongoing connections with friends, family, and significant others that are characterized by a mutual respect and reciprocity of feeling, and free from physical, sexual, and emotional abuse or emotional or financial exploitation.

Individual: Means, for the purpose of this procedure, a person with a developmental disability over the age of 18 years.

Individual Service Plan (ISP): Means a plan developed by an individual, a group of natural supports and professionals (Interdisciplinary Team) that includes information about history, current status, health needs, long term vision and outcomes of each individual receiving services funded through the Developmental Disabilities Supports Division.

Individual Specific Training: Means the section in the Individualized Services Plan that addresses training needs for the IDT to support

Interdisciplinary Team (IDT): Means a group of support professionals, natural supports, medical supports and the Individual in services that develops the ISP and addresses all planning on behalf of the individual and addresses any emergent needs.

Internal Service Coordinator: Means individual responsible for coordination and monitoring of services within a provider agency for individuals on the DD Waiver.

Mental Health Treatment: Means therapies used by licensed professionals to reduce or alleviate symptoms related to mental illness.

Qualifications/Qualified: Means education, specialized training, supervised practice, and/or other activities that demonstrate professional competency as defined by OBS.

Positive Behavior Supports Assessment: Means the process and written result of conducting evaluation procedures, including observation and interview of an individual, his or her caregivers, family and others in his or her life. A Positive Behavior Supports assessment includes a functional assessment of behaviors and all other evaluative procedures as appropriate.

Positive Behavior Supports Plan: Means a supportive set of interventions tailored to the identified needs of the individual; the plan represents a holistic approach to providing positive supports interventions to the individual via his or her IDT.

Service Coordinator: Means the staff directly responsible for coordination of services at the agency level for one or more individuals receiving SGF program support (as set forth in 7 NMAC 26.5).

V. PROCEDURE

1.	The Interdisciplinary Team (IDT)	<ul style="list-style-type: none"> • Assure that an individual’s right to relationships and sexual expression is protected. • Assure the privacy of the individual and the confidentiality of information related to relationships and sexual expression. • Identify whether there are issues related to sexual victimization and assure that appropriate safety measures and treatments are provided, as needed. • Listen to the individual’s wants and needs regarding relationships and sexual expression. • Develop an Individual Service Plan (ISP) that reflects the individual's expressed needs and wants and the assessment of the IDT in regards to relationship and sexual expression in a thoughtful and sensitive manner. • Case Managers, Service Coordinators, Internal Service Coordinators and Behavior Support Consultants are required to attend the training “Introduction to Sexuality Supports for Individuals with I/DD”. Direct service personnel are required to have this training on an as-needed basis, as documented in the Individual Specific Training section of the individual’s ISP. • If the IDT has concerns about sexuality issues, refer the situation to any OBS team member for technical assistance if needed.
2.	The Behavior Support Consultant (BSC)	<p>In addition to requirements outlined for the IDT, the BSC will:</p> <ul style="list-style-type: none"> • Provide support and determine whether there is a need for additional mental health treatment when there issues related to sexual victimization. • Assist the individual’s team in determining how to best address

		<p>socialization and sexuality needs.</p> <ul style="list-style-type: none"> • Delineate supports and training to meet socialization and sexuality needs in the Positive Behavior Supports Assessment (PBSA) and outline the strategies that meet these needs in the Positive Behavior Supports Plan (PBSB). • Request assistance from the OBS on any additional issues or concerns regarding sexuality needs.
3.	Residential, Vocational, and Day Habilitation Provider Agencies	<p>In addition to requirements outlined for the IDT, all provider agencies will:</p> <ul style="list-style-type: none"> • Assure their agencies have sexuality policies that are in compliance with DDS policies and procedures. • Assure implementation of ISP and PBSP strategies to address socialization and sexuality needs. • Assure that direct care staff has the supervision, training, and professional support needed to implement ISP and PBSP strategies.
4.	The OBS	<ul style="list-style-type: none"> • Provide leadership, coordination, quality review, and oversight of sexuality services; • Provide technical assistance to teams regarding issues of socialization and sexuality; • Provide training to BSCs and other professionals to certify them as Human Sexuality and Relationship Specialists; • Maintain, and update and disseminate at least twice yearly, a list of certified Human Sexuality and Relationship Specialists; • Provide in coordination with the DDS Training Department the “Introduction to Sexuality Supports for Individuals with I/DD” training; • Provide informational sessions to DDS providers about sexuality services, in coordination with the DDS Training Department and Regional Offices.

VI. REFERENCES

Code of Conduct and Ethics of Professional Licensing Boards for Behavior Support Consultants

Friends and Relationships Course curriculum

Introduction to Sexuality for People with I/DD Training Manual

Policies or Guidelines of DDS:

- Aversive Intervention Policy
- Behavior Support Consultation Practice Guidelines
- Crisis Prevention/Intervention Policy and Procedure
- The Guidelines Concerning Sexual Contact and Consent 6-30-97
- S-002 & SP-002: Promoting Healthy Relationships for Individuals with Intellectual/Developmental Disabilities Policy and Procedure
- S-003 & SP-003: Socialization and Sexuality Education for Individuals with Intellectual/Developmental Disabilities Policy and Procedure
- S-004 & SP-004: *Friends and Relationships Course* Teacher Certification Policy and Procedure

Regulations:

- Developmental Disability Act [28 –16A-13 (C) (2)]
- 7 NMAC 26.2 - 6;
- 42 CFR 483.400-483.480;
- 7 NMAC 8.2

Standards:

- Developmental Disabilities Waiver Service Standards
- State General Fund Service Definitions and Standards

VII. LIST OF ATTACHMENTS

- A: Qualifications and Certification Process: Specialist in Human Sexuality and Relationships
- B. Course Content: “Introduction to Sexuality Supports for Individuals with I/DD” training

ATTACHMENT A

QUALIFICATIONS AND CERTIFICATION PROCESS: SPECIALIST IN HUMAN SEXUALITY AND RELATIONSHIPS

A Specialist in Human Sexuality and Relationships is a Behavior Support Consultant (BSC) with expertise in providing individualized supports in the areas of sexuality and socialization. The names of certified Specialists are provided by the OBS when referrals are requested for BSC support and sexuality and socials are issues of interest or concern.

To become a Specialist in Human Sexuality and Relationships, individuals must follow the Qualifications and Certification Process requirements as delineated below:

1. Interest in and commitment to becoming a specialist in human sexuality and relationships for individuals with I/DD.
2. Educational Background:
 - a. Master's degree or higher in Psychology, Counseling, Special Education, Social Work, or related field;
 - b. Registered Nurse or Licensed Practical Nurse;
 - c. Certification in Special Education;OR
 - d. Other qualified persons (e.g., parents, guardians, staff members) as approved by the OBS Director or Clinical Director.
3. Completion of the "Introduction to Sexuality Supports for Individuals with I/DD" training (6 hr.).
4. Demonstrated competency in one or more of the following ways:
 - a. OBS Certification as a Socialization and Sexuality Education Course Teacher
 - b. At least 6 hr. graduate-level credit hours in Human Sexuality, Sexuality Education, Couples or Family Counseling, Family Planning, or other OBS approved course work.
 - c. At least 100 hr. supervised practice with individuals in the areas of Human Sexuality, Sexuality Education, Family or Couples Counseling, Family Planning, or other approved supervision site.
5. Certification is approved by OBS Director or Clinical Director.

ATTACHMENT B

COURSE CONTENT: INTRODUCTION TO SEXUALITY SUPPORTS FOR INDIVIDUALS WITH INTELLECTUAL/DEVELOPMENTAL DISABILITIES:

This training will cover basic information in the following areas:

- Human sexuality
- Rights and responsibilities
- Socialization and sexuality education
- Sexual Abuse
- Inappropriate sexual expression
- Privacy and boundaries
- Agency policy