

SENSES FOUNDATION (Inc)	
POLICY	
Individual Need and Provision of Service	
Policy Number	S:001
Relates to Standard	2
Number of pages in this Policy	1
Review Date	December 2010

PURPOSE

The purpose of the policy is to define the standard of practice that recognises each client as having unique skills, lifestyle preferences, personal aspirations and support needs

RELATED POLICIES

4:S:001 – Privacy and Confidentiality

POLICY STATEMENT

Senses Foundation is committed to ensuring all clients receive services that are designed and delivered around their individual circumstances, needs and preferences within available resources. To ensure this, Senses Foundation will

- involve the client and people significant to the client (if the client wishes), in the development of plans for the provision of services for the client, the determination of their specific support needs and the provision of services;
- take into account the client's age, sex, personal preferences and cultural and religious background in planning and providing services;
- collect all necessary information on the client to properly inform the individual service planning process and service delivery;
- maintain current documentation regarding the client's individual service plan and ongoing service delivery and provide a copy to the client and to people significant to the client (if the client wishes) as and when the client wishes;
- deliver services in accordance with the agreed individual service plans; and
- review the individual service plan and the manner in which services are being delivered, at least annually or sooner if the client's needs or preferences change significantly or a request is made to undertake a review.

RELEVANT LEGISLATION

Disability Services Act 1993.

Approved by resolution of the Board 17th January 2008