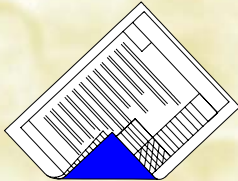


Accountability  
Directive 510-01-00



Accountability of Consumers

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Accountability

*Consumers should reside/work in the most natural and normal environment that supports and respects their dignity and individual rights. When assigned, accountability levels should be least intrusive into and least disruptive of, the consumer's life. Accountability levels should represent the least departure from normal patterns of living that can be effective in meeting consumer outcomes.*

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Accountability

*It is not acceptable to preclude a less restrictive/intrusive accountability level merely because of the possibility that a situation may occur. Instead, accountability levels must be based on each consumer's assessed strengths and needs. Consumers should receive skills training to eliminate the specific need for supervision.*

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**Accountability**

*Residential and day staff are responsible for maintaining accountability for consumers assigned to them. If the party responsible for monitoring a consumer is not providing proper supervision, the incident must be reported immediately to the appropriate supervisory personnel.*

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**Accountability**

*Residential and day programs must have a system in place for assuring consumer accountability levels are maintained at all times. The system must allow for documentation of the consumer's whereabouts, and staff responsibility for each consumer.*

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**Accountability**

*The consumer's circle of support shall designate at least one of the following eight levels of accountability both for when the consumer is awake, and for when the consumer is sleeping. Modification of an accountability level can only be made when approved by SCDDSN.*

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**Accountability**

*In an actual, or potential, critical situation, 1:1 supervision can be ordered by the administrator as required for consumer health and/or safety. The Executive Director must approve such orders in excess of 24 hours. Documentation of the order should be made in the consumer's plan.*

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**Accountability**

*Level I*

*Requires pervasive, continuous, highly intense levels of support and supervision. For example, an individual may need special life support measures or personal care similar to that required by a newborn or, because of problem behavior which threatens self or others, and needs intense, vigilant supervision. This level of support requires highly intense personal supervision and support at all times.*

**Type of Supervision: *Direct, continuous visual.***

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**Accountability**

*Level II*

*Requires extensive, moderate intense levels of support and supervision. For example, a consumer may attain beginning self-care skills but may still require almost total personal care (e.g., for eating, dressing, or bathing) or, because of serious problem behavior.*

**Type of Supervision: *Within the same room/nearby, outside of visual supervision for 15 minute periods.***

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**Accountability**

**Level III**

*Requires close support and supervision. For example, a consumer's personal care skills range from beginning to intermediate levels, but he/she still requires assistance with most daily activities and the supervision of at least one adult who is always present or within hearing distance for support of adaptive skills and/or management of problem behavior.*

**Type of Supervision:** *Within the same room/nearby, outside of visual supervision for 30 minute periods.*

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**Accountability**

**Level IV**

*Requires limited support and supervision. For example, an individual may be independent in some personal care skills, but may require help, support, or supervision with many daily activities and direct and consistent supervision for much of each day in home, school, work, and community settings.*

**Type of Supervision:** *Within the same room/nearby, outside of visual supervision for 1 hour periods.*

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**Accountability**

**Level V**

*Requires occasional support during the day. For example, an individual may be independent in most daily activities, but could use a staff person to "touch base with" a few times a day.*

**Type of Supervision:** *Every 3 hours.*

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**Accountability**

**Level VI**

*Requires little support and supervision. For example, an individual may be able to manage most daily activities independently, but may sometimes need periodic advice, support, assistance, or supervision.*

**Type of Supervision: Daily.**

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**Accountability**

**Level VII**

*Requires no support. For example, an individual possesses the ability to live and work independently without advice or assistance from others.*

**Type of Supervision: None.**

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**Accountability**

**Level VIII**

*Because of special circumstances or needs, the individual does not fit into any of the accountability levels referred to above.*

**Type of Supervision: Supervision is specified in the plan of support with participation of the circle of support, as appropriate.**

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**Accountability**

***Bathing Accountability Levels:***

*In addition, the consumer's circle of support shall designate one of the following four levels of bathing accountability for each consumer. Modification of a designated level of accountability can only be made if approved by SCDDSN.*

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**Accountability**

*In considering the level of supervision needed, the circle of support shall consider whether consumers are capable of discriminating water temperature; have the ability to regulate water temperature; are subject to seizures; have balance problems, and/or other factors that may lead to accidents/injuries.*

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**Accountability**

***Level A: "Tubs/Showers/Adaptive Bathing Apparatus"***

*Consumers who are dependent on caregivers for bathing; are not capable of self preservation; who are medically fragile; subject to frequent falls; and/or do not understand potential dangers.*

***Type of Supervision: Constant visual surveillance  
1:1 ratio (caregiver to consumer) is required.***

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**Accountability**

*Level B: "Tubs/Showers/Adaptive Bathing Apparatus"*

*Consumers who require minimal assistance in bathing from staff; understand potential dangers; are able to alert caregivers if assistance is needed.*

**Type of Supervision: Caregiver present in same room but constant eye contact not necessary.**

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**Accountability**

*Level C: "Showers only"*

*Consumers who are self bathers; risk of seizures, falls and accidents are minimal; are capable of regulating water temperatures; and are capable of self- preservation.*

**Type of Supervision: Caregiver required in immediate area of shower room.**

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**Accountability**

*Level D: "Tubs/Showers/Adaptive Bathing Apparatus"*

*Consumers who are independent bathers who require no assistance or supervision; capable of water temperature discrimination; and capable of self-preservation.*

**Type of Supervision: None required.**

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**Accountability**

***Eating Accountability Levels:***

*For some consumers, additional staff supervision is required around mealtimes and eating because of problems with chewing, swallowing, choking or aspiration. The consumer's circle of support should consider whether the accountability level assigned to a consumer during the rest of the day is sufficient for mealtimes and eating. If not, specific written guidance should be given to staff during mealtimes and eating in order to prevent consumer choking or aspiration.*

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**Thank you for your participation!**

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