

## Chapter 512 Traumatic Brain Injury Waiver Personal Attendant Responsibilities

<b>Personal Attendant Responsibilities Activities of Daily Living (ADL)</b>	
<b>Types of ADL</b>	<b>How to Make it Person Centered</b>
Bathing	<ul style="list-style-type: none"> <li>• Choices as to what time the participant wants to bathe.</li> <li>• Choice as to what their preference, bathing or showering.</li> <li>• Choice of type of shampoo or soap they want to use.</li> <li>• Choice of type of assistance, assisting with washing hair, back, etc.</li> </ul>
Grooming	<ul style="list-style-type: none"> <li>• Choice of when they want to be shaved, (males).</li> <li>• Choice of whether females want their legs shaved.</li> <li>• Choice of whether combing of hair is necessary.</li> <li>• Choice of style of hair.</li> <li>• Choice of whether nails are cut and/or polished (females)</li> </ul>
Dressing	<ul style="list-style-type: none"> <li>• Choice as to what time the participant wants to get dressed.</li> <li>• Choice of what to wear.</li> <li>• Choice of what type of assistance is requested.</li> <li>• Choice of shoes and outer layer of clothes.</li> </ul>
Eating	<ul style="list-style-type: none"> <li>• Choice as to what time the participant wants to eat.</li> <li>• Choice as to what they want to eat.</li> <li>• Choice as to how much assistance they want when eating.</li> <li>• Choice of how often the participant would like to eat.</li> </ul>
Prompt for self-administration of medications	<ul style="list-style-type: none"> <li>• Offer reminders when time to take medications.</li> <li>• Offer assistance with obtaining what the participant may need to self-administer medications such as providing a glass of water or milk,</li> </ul>

Effective Date:  
7/19/2018

## Chapter 512 Traumatic Brain Injury Waiver Personal Attendant Responsibilities

	whatever the participant requires to take the medication.
<b>Personal Attendant Responsibilities</b> <b>Instrumental Activities of Daily Living (IADL) for essential errands</b>	
<b>Types of IADL</b>	<b>How to Make it Person Centered</b>
*Shopping for groceries and cleaning supplies or food pantries	<ul style="list-style-type: none"> <li>• Offer the participant the choice of where to go shopping for groceries and cleaning supplies.</li> <li>• Offer assistance with making a list to go shopping of what the participant wants.</li> <li>• Choice of when the participant wants to go shopping.</li> <li>• Offer assistance if the participant has coupons and wants to use them during shopping.</li> <li>• Choice of what time of day the participant wants to go shopping.</li> </ul>
*Pick up of prescriptions or over the counter medications at the pharmacy	<ul style="list-style-type: none"> <li>• Offer the participant a choice in whether they would like to pick up their own medication at a pharmacy.</li> <li>• Ask about what pharmacy the medications needing picked up is located.</li> <li>• Assist in obtaining the medications at the pharmacy of choice and giving the participant a chance to review all the medications as presented.</li> <li>• Choice of what day and time to pick up prescriptions at the pharmacy.</li> </ul>
Local payment of bills (utility bill(s), phone bill, etc.)	<ul style="list-style-type: none"> <li>• Offer the participant assistance with getting bills together in preparation of payment.</li> <li>• Remind the participant of dates utility bills are due for payment.</li> <li>• Offer choices of mailing payments into utility companies or possibly using automatic bill payment from accounts.</li> <li>• Offer transportation to the bank to possibly set up automatic bill payment.</li> </ul>

Effective Date:  
7/19/2018

## Chapter 512 Traumatic Brain Injury Waiver Personal Attendant Responsibilities

<p>*Banking transactions such as deposits and withdrawals</p>	<ul style="list-style-type: none"> <li>• Provide transportation to the bank on the days the participant chooses to make deposits and withdrawals.</li> <li>• Choice of preference of day and time of when to go to the bank to make withdrawals or deposits.</li> <li>• Offer assistance if the participant wants to set up automatic deposits or withdrawals to the account.</li> </ul>
<p>Post Office to pick up bills or pay bills</p>	<ul style="list-style-type: none"> <li>• Choice of the day of the week and time the participant would like to go to the post office.</li> <li>• Choice of how often the participant wants to go to the post office.</li> <li>• Choice of how much the participant wants to pay on each bill.</li> <li>• Assistance in determining the amount of the bills to be paid.</li> <li>• Assist with keeping all receipts and transactions together for the participant.</li> </ul>
<p>Assistance with DHHR for benefits or financial eligibility</p>	<ul style="list-style-type: none"> <li>• Offer reminders of when the need to determine benefits from DHHR occur.</li> <li>• Choice of when the participant wants to go to DHHR, Day of week and time.</li> <li>• Offer assistance in getting all necessary papers together for the financial eligibility and benefits review.</li> <li>• Choice of benefits the participant wants to apply.</li> </ul>

\*Participant choice is the basis for person-centered practices. Participant choice is stressed in all activities for the participant. Staff is encouraged to combine travel outings to better utilize time and mileage.