

Disability Resource Hub Disclaimer

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Appendix 3

High level decisions (possible template for groups to complete)

Decision	Who makes the decision?	Who enacts the decision?	Definitions
1. Organisational			<p>Decision-makers:</p> <ul style="list-style-type: none"> ○ Individual Person with disability ▲ Family/carers This is the family of the individual ❖ Collective group This includes all the individuals and their family/carers who reside together or in close proximity ➤ Wider group This can include the collective group, plus others who may be involved in the organisation. For example; a lawyer or an accountant may sit on a sub-committees ✓ Service providers Funded organisations which provide direct support to the individual/s. This can include contactors (such as gardeners or taxi drivers) ★ Paid employees Paid employees are staff employed by the organisation itself such as a coordinator or manager ◎ Community Community based services
Entity to be established			
Positions required within the entity			
Employment of staff			
Employment conditions			
Staff support			
Managing performance			
2. Service Model			
Service philosophy			
Restrictive practices and compulsory treatment			
Overnight support			
Balance of paid and unpaid supports			
3. Service Delivery			
Duty of Care			
Complaints and disputes			



Decision	Who makes the decision?	Who enacts the decision?	Definitions
Quality improvement			<p>✱ Funder/regulator This includes the funders in relation to the individual support package, and any regulators that may oversee the governance (for example, Fair Trading), or operations, or the service (for example; WorkSafe)</p> <p>● Financial intermediary In some circumstances, individuals have a financial intermediary to administer their individual support package</p>
Occupational health and safety			
Manual handling			
Incident reporting			
Infection prevention and control			
Food safety			
First aid			
Decision making and choice			
Medication management			
Job descriptions			
4. Communal living			
Decision making in a group environment			
Shared expenses			
Food			
Telephone			
Television			
Internet			
Shared spaces			
Meals and meal preparation			



Decision	Who makes the decision?	Who enacts the decision?	Definitions
Privacy			
Access to the property (keys)			
Residents			
Family			
Staff			
Visitors			
Overnight visitors			
Pets			
Noise			
5. Built environment			
Maintaining a safe environment			
Maintenance and repairs			
Fire and emergency procedures			
6. Individual			
Develop individual plan			
Enact individual plan			
Review individual plan			
Individual support package management			
Daily life and participation, etc.			