

## What is the Participant-Directed Program Model?

The Participant Directed Program (PDP) offers the most flexibility to arrange and customize supports based on the individual's needs and preferences. The individual can hire their own support staff and make other decisions about how to use their DDS funded allocation.

### **In the Participant Directed model:**

The person self-directing makes his or her own decisions, determines how their DDS funding is spent for services, supports and goods (within DDS guidelines), and takes responsibility for the decisions he or she makes.

A fiscal intermediary (FI) serves as the agent for individuals and families and is responsible for all payments. The FI pays for support staff, and other goods and services in accordance with the participants' budget. The FI provides financial monitoring and reporting and ensures compliance with all applicable federal and state laws, DDS and other state agency regulations, and with other DDS requirements.

A Support Broker, typically a DDS Service Coordinator, helps the person define his or her needs and dreams through a person centered planning process that leads to an Individual Service Plan (ISP). The Support Broker helps the individual create and manage a budget within the allocated resources, and develop a network of services/supports.

## Participant-Directed Model? (continued)

The Support Broker also acts on behalf of the individual to arrange for needed services, provides information on resources supports the individual in evaluating the effectiveness of supports.

The Individual Budget is a mechanism that enables a participant to direct and manage the delivery of services he or she chooses to use.

By utilizing the budget an individual has:

- control of a specific amount of funds and
- the responsibility and freedom to purchase supports, goods and services from a variety of sources.

DDS completes the process to qualify staff hired by the individual. All staff employed in this model must:

1. be at least 18 years old
2. have a CORI (Criminal Offender Record Information)
3. have a high school diploma or GED Certificate

Your Area Office can provide you with additional information about these service model options. Also, see the DDS website at:

[www.mass.gov/dds](http://www.mass.gov/dds).

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# Choosing Which Service Method is Best for You



The  
Commonwealth of  
Massachusetts

Executive Office of  
Health and Human Services

Department of  
Developmental Services

## Types of Service Delivery Models

DDS offers three models of service delivery that allow people receiving services to have choices about how their services are provided.

DDS has developed service delivery options that offer people more decision making and control regarding what services they need (and don't need) and how the services can be provided to best help them.



- The Traditional Model
- The Agency with Choice Model
- The Participant Directed Model

## What is the Traditional Model?

The Traditional Model is the most commonly used model in Massachusetts.  
In this model:



### **In this model:**

The provider agency (qualified and licensed) contracts directly with DDS to deliver a specific range of supports (e.g. shared-living, community residences, independent supports, employment and day programs, family support) to the individual.

The agency has full authority and responsibility for hiring, training, supervising and paying employees.

The individuals, their families and service teams develop Individual Service Plans (ISP) and provide input on other day to day decisions.

The provider agency has the responsibility for managing all aspects of the budget so that the services and ISP are provided according to applicable federal and state laws, DDS and other state regulations, as well as other DDS requirements.

## What is the Agency with Choice Model?

The Agency with Choice model allows individuals and families to choose and supervise their staff and to purchase goods and services, without having to be responsible for regulatory, accounting, legal and technical duties associated with being an employer and purchaser.

### **In this model:**

The individual/family AND the provider agency are responsible for hiring the staff, for all duties of an employer, and for appropriate purchasing of all other goods and services. The provider manages certain aspects of the budget to ensure compliance with applicable federal and state laws, DDS and other state agency regulations, and other DDS requirements.

The individual/family selects the employees (who may be made available through the agency), sets work hours and tasks to be performed, provides daily supervision and management of employees, and determines when that staff person is no longer needed.

The agency and individual/family share in training and evaluating employees.