



Policy Number: SE4.160	Policy Section: Supports and Services	Effective: March 2008
Title: Standards for Home Sharing		Executive Sponsor: Vice President, Organizational Development Regional Directors, Operations

1. PURPOSE

After a formal consultation process that invited feedback from key stakeholders, the *Standards for Home Sharing* were formally endorsed and adopted by CLBC in April 2007. These are now used as provincial guidelines for all home sharing providers. The standards ensure that:

- individuals participating in home sharing receive high quality support
- home sharing providers clearly understand their roles and responsibilities
- quality service analysts and agencies providing home sharing are able to assess whether home sharing providers are meeting expectations in a variety of areas that relate to quality service

This policy provides guidance to analysts with liaison responsibilities for home sharing. It applies to home sharing arrangements that are directly contracted by CLBC and those who live in home sharing arrangements that are managed by qualified service providers.

2. DEFINITIONS

Catalogue of Services (COS): A listing of the types of supports funded by CLBC for individuals.

Home Sharing: a living situation in which an adult eligible for CLBC supports shares a home with a person contracted to provide support and assistance. Previously referred to as “proprietary care” and also known as “family care”, “home living services”, “adult foster care”, “family life homes”, or “host family services”.

Individual: a person 19 years of age or older who has a developmental disability, as described in the *Eligibility for CLBC Supports and Services* policy.

Standards: a universally agreed-upon set of guidelines that define expectations, processes, outcomes, and a mechanism for evaluation.

3. POLICY

Analysts, home sharing providers, and agencies qualified to provide home sharing supports must be familiar with and guided by the *Standards for Home Sharing*.

The standards apply whether home sharing support is being provided in the home of the contractor or the home of the individual (i.e. *home sharing* or *live-in support* as defined by the *Catalogue of Services*).

Analysts use the *Health and Safety Checklist for Home Sharing* and the *Monitoring Tool for Home Sharing* to formally evaluate the performance of CLBC-contracted home sharing providers against established standards and related service outcome expectations. Agencies delivering home sharing services on behalf of CLBC must establish internal mechanisms and controls to effectively monitor standard compliance within agency-contracted home sharing arrangements.

Home sharing services must meet or surpass established standards.

4. PRACTICE

In applying the *Standards for Home Sharing*, CLBC staff, agencies, and home sharing providers are guided by the principles of continuous quality improvement. This means always looking for ways to do an even better job for the individuals and families we support. We learn from our past experiences and actively seek feedback from our stakeholders to set new goals for the organization.

The parties are expected to work in collaboration to ensure that standards are met and that individuals have the opportunity for good lives in welcoming communities.

5. REFERENCES

Standards for Home Sharing

Successful Practices in Home Sharing resource guide

Catalogue of Services

Eligibility for CLBC Supports and Services policy

Monitoring of CLBC-Contracted Home Sharing Providers policy