



# Specialized Services & Personnel, Inc.

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*Meraki...a verb... Labor of love...It means to do something with passion, with absolute devotion, with undivided attention.*

## *A note from the Administration...*

Welcome 2018! Happy New Year!

We are at the ending point of this year, and we want to thank everyone who made 2017 at SS&P, Inc. successful.

There have been many changes that have been dealt with and a few obstacles that have been overcome. We have done so as a team and we appreciate the effort and professionalism shown by everyone.

Thank you and we hope that you have a very safe and happy new year!

May 2018 be a year full of new beginnings and many more BLESSINGS!

*Don't forget, if you have company news or something that you would like to see highlighted in the newsletter – Please feel free to reach out to us. Write it up and submit it to your supervisor or email [kstockwellssp@gmail.com](mailto:kstockwellssp@gmail.com) and put ATTN: NEWSLETTER in the subject line.*

*~Thank You~*

## Direct Support Professionals

**Direct support professionals (DSPs)** are people who work directly with people with physical disabilities and/or intellectual disabilities with the aim of assisting the individual to become integrated into his/her community or the least restrictive environment.

A direct support professional is a person who assists an individual with a disability to lead a self-directed life and contribute to the community, assists with *activities of daily living* (ADLs) if needed, and encourages attitudes and behaviors that enhance community inclusion. A DSP may provide supports to a person with a disability at home, work, school, church, and other community places. A DSP also acts as an advocate for the disabled individual, in communicating their needs, self-expression and goals.

A **direct support professional** resume would have **responsibilities** such as assisting handicapped persons to live fulfilling lives and assisting in the rehabilitation of people with long-term injuries or illnesses. ... A direct support resume showcases skills that could be the most important elements of a patient's life.

## ***CQL Accreditation and Basic Assurances***

*Basic Assurances*® are essential, fundamental and non-negotiable requirements for all service and support providers. *Basic Assurances*® are demonstrations of successful operations in the areas of health, safety and human security. *Basic Assurances*® form the bedrock of social stability. We look for these *Basic Assurances*® in our everyday lives – whether we're at the airport, in our homes, at the hospital, or at a restaurant or nightclub. Injury and death because of mistakes and negligence in hospitals, nursing homes, night clubs, air and ground transportation, or human services are not acceptable.

We can discuss different levels of quality service in restaurants, health clinics or disability organizations. But, we expect that all restaurants, healthcare clinics and disability organizations meet *Basic Assurances*® in terms of health and safety. We can't all fly first class, but we still expect a safe and healthy flight in coach. Meeting *Basic Assurances*® is a prerequisite for being in business in our field. These assurances are not statements of intent; rather, they are the essential, fundamental and non-negotiable requirements for all service and support providers, whether public or private, large or small. Those organizations unable to meet the requirements of health, safety and human security are not permitted to operate as public or private entities.

### **FACTOR 1- Rights Protection and Promotion:**

#### **Indicators:**

- 1a The organization implements policies and procedures that promote people's rights.
- 1b The organization supports people to exercise their rights and responsibilities.
- 1c Staff recognize and honor people's rights.
- 1d The organization upholds due process requirements.
- 1e Decision-making supports are provided to people as needed.

People exercise their human and civil rights. They retain these human and civil rights despite the presence of disability and mental illness. Parents, families, service providers, and state/provincial or federal governments cannot limit these rights without engaging in legal, due process proceedings. In addition, individual rights are not limited or curtailed to promote outcomes for a larger number of people. The organization periodically reviews the need for guardianship. If the person's skills improve or a change in situation occurs, the person resumes making decisions. As needed, an authorized surrogate should represent the individual's interests and protect all rights. Although guardianship puts legal limits on the person's exercise of certain rights, it does not prevent the person from participating in and influencing decisions or exercising other rights. Supported decision making options should be explored in an effort to ensure to support the person in exercising their rights as fully as possible. Although everyone has the same basic rights, we care more about some rights than others. People determine for themselves which rights matter most to them. The organization uses a formal assessment system to ensure that it understands what rights are important to each person and trains staff accordingly. It promotes each person's ability to exercise these rights safely and responsibly. It provides education about rights to people in a manner that matches their unique learning needs. Within any society, community or group of people, situations exist where total freedom to act, do or decide is not possible. Limitations may occur as a result of laws, community or group norms and the needs of other people. Each person is guaranteed the opportunity to be heard and treated fairly in any situation where limitations are imposed. The organization has an active Human Rights Committee dedicated to promoting and protecting people's rights. Rights are not restricted without due process and a clear plan to restore them.

Happy Birthday to YOU...♪♪♪♪♪  
(January Birthdays)

William P (1)

Toni H (3)

David M (3)

Aisha B (9)

Thelma E (10)

Chris (10)

Sarah D (15)

Kaila W (15)

Vivian B (22)

Torsheka B (23)

David C (27)

Sandra P (30)

Cathy W (31)

Vanessa H (31)



Peggy H (18)

Sam P (20)

Dylan S (21)

All Direct Support Staff received a calendar with their 12/15<sup>th</sup> check. Inside was your chance to win one of 3 special Christmas gifts!

**Grand Prize - Insignia™ - 10.1" - Tablet - 32GB - With Keyboard - UNCLAIMED**

**Second Prize - Amazon - Fire - 7" - Tablet - 16GB 7th Generation- UNCLAIMED**

**Third Prize - Sony - XB10 Portable Bluetooth Speaker – WON by Sheila Orr**



**CONGRATULATIONS SHEILA!!**

**IF YOU HAVE A WINNING CERTIFICATE IN YOUR CALENDAR PLEASE CLAIM YOUR PRIZE BY JANUARY 15<sup>th</sup> or we will have a RANDOM drawing for the two remaining prizes!**

### A Note from Payroll

**Remember: CHECK YOUR MAILING ADDRESS!!**

**It is getting close to the end of the year and with that comes W2s and Tax Forms.**

Please check your mailing address that appears on your check for accuracy and notify your **SUPERVISOR** immediately if a change needs to be made. This will help to ensure that you receive your documents in a **timely manner.**

CONGRATULATIONS  
to the following employees with

SERVICE ANNIVERSARIES in JANUARY:

- 20 yrs Doris W**
- 14 yrs Joyce M**
- 10 yrs Sylvia W**
- 8 yrs Dora H**
- 7 yrs Rebecca N**
- 4 yrs Mercedes S**
- 4 yrs Virgil J**
- 3 yrs Gina G**
- 3 yrs Amanda B**
- 2 yrs Lena H**
- 2 yrs Tonya C**
- 1 yr Timothy A**
- 1 yr Jean C**



Find a copy of this newsletter on our NEW Facebook page <http://fb.me/SSandPInc>.



2018

HAPPY NEW YEAR!