

# Comprehensive Personal Planning and Support Policy (CPP&SP)

## ***What is CPP&SP and who does it apply to?***

The Comprehensive Personal Planning and Support Policy (CPP&SP) establishes province-wide policies that guide Community Living Service Delivery (CLSD) staff, Community-Based Organization staff, Approved Private Service Home Proprietors and individual service providers in the provision of effective and ethical supports to individuals with intellectual disabilities in Saskatchewan.

This policy was developed in conjunction with Saskatchewan Approved Private Homes Inc. (SAPH), SARC, Community-Based Organizations, and the Inclusion Saskatchewan (INSK).

All service providers that are contracted, licensed or certified by CLSD are required to follow the CPP&SP to ensure that the services provided are safe and ethical and lead to positive outcomes for individuals.

The full CPP&SP document contains further information on the policies including considerations to be taken into account with each policy. There are also several detailed appendices that provide supplemental information on how to interpret and implement the policy.

**Access the full  
CPP&SP policy  
document here.**

[https://  
publications.sask  
atchewan.ca/#/  
products/80071](https://publications.saskatchewan.ca/#/products/80071)

## ***What does the policy provide direction on?***

CPP&SP provides direction on several different areas related to supporting people including the rights of individuals being supported, supported decision making, person-centred planning, responsibilities of people supporting individuals and appropriately supporting challenging behaviours. These directions are detailed through 15 policies.

## ***What can I do if I believe CPP&SP is not being followed?***

If an individual or family believes that a CLSD service provider is not following CPP&SP and they are unable to resolve the concern with their CLSD case manager, they should contact the CLSD case manager's supervisor.

CLSD employees are available to support service providers in understanding and implementing the policy. For more information on the policy please contact CLSD.

These are the 15 policies that make up CPP&SP:

## Human Rights and Ethical Considerations

**POLICY 1:** All supports provided shall recognize the participant's rights and reflect ethical practices.

**POLICY 2:** Service providers shall interact with participants in a supportive and respectful way.

**POLICY 3:** Participants shall be provided with the support that they need to make decisions.

**POLICY 4:** Any act or omission that causes a participant to experience physical, emotional, or sexual harm, loss of individual rights, or the misuse of their personal property shall be prohibited.

**POLICY 5:** Procedures perceived by a participant to be aversive shall not be used with that participant.

## Person-Centred Planning

**POLICY 6:** A person-centred planning process shall be used as a means of supporting the participant in deciding and planning her goals and supports required.

**POLICY 7:** The person-centred planning process shall involve the participant and a core group of people who know and care about the participant and are committed to supporting her.

**POLICY 8:** The person-centred planning process shall identify the roles and responsibilities of those providing support to the participant in achieving her goals.

**POLICY 9:** The person-centred plan shall be documented.

## Comprehensive Behaviour Support

**POLICY 10:** Comprehensive Behaviour Support shall be used when designing support strategies to affect a participant's challenging behaviour, or dangerous or harmful behaviour.

**POLICY 11:** Comprehensive Behaviour Support strategies shall be based upon the analysis of objective and thorough assessment information.

**POLICY 12:** Comprehensive Behaviour Support strategies shall be documented in a Comprehensive Behaviour Support Plan.

## Use of Medication to Affect Behaviour

**POLICY 13:** The use of medication intended to affect challenging behaviour is a component of, not a substitute for, Comprehensive Behaviour Support and shall be carefully planned and strictly monitored.

**POLICY 14:** Service providers shall have an established policy for addressing participants' new behaviours that are dangerous or harmful to self, others or animals.

**POLICY 15:** Dangerous or harmful behaviours that have not occurred before shall be documented.