

Practicum 40: Person Centered Planning  
April 2025

Name (please print): \_\_\_\_\_

Date: \_\_\_\_\_

This practicum measures how you apply the knowledge and skills you learned from module 40: Person-Centered Planning.

**Instructions:**

- Complete Part I: Person Centered Planning Meeting
- Complete Part II:
  - Complete Work Sample A
  - Complete **at least two** additional work sample options, choosing from B, C, D, or E.
- Use as much room as you need to explain each answer fully. You may attach or use additional pages if needed. Please type your answers if possible.

Your work will be evaluated on the following scale:

1. Practice-BASIC mastery of knowledge and skills
2. Proficient-INTERMEDIATE mastery
3. Advanced-FULL mastery

For North Dakota DD certification, this practicum must be evaluated at “Practice” level or better. If the evaluation of your work sample indicates that more information is needed, the practicum will be returned to you with comments on how you can improve your work sample before you resubmit it.

*Note: If you plan to submit this practicum for NADSP credentialing, a “Proficient” level of mastery is required on at least three of four work samples. You will also be required to complete a Reflective Statement for NADSP submissions. NADSP credentialing is optional.*

### Part I: Person-Centered Planning Meeting

Direct Support Professionals and other professionals should take part in the Person-Centered planning process. This practicum requires verification of participation to the extent that your job requires. Have the meeting facilitator sign and date the section below, verifying that you participated in a Person-Centered planning meeting.

\_\_\_\_\_ assisted in the development of a Person-Centered Plan for  
(staff name)

\_\_\_\_\_ which was completed on \_\_\_\_\_.  
(name of person supported) (Date)

\_\_\_\_\_  
QDDP/Program Coordinator (meeting facilitator)      Signature      (Date)

## Part II

### **Work Sample A: Core Values (required of all staff)**

Think about a person you support and give an example of an activity or goal that matches at least four of the core values listed in the table below. You don't need to use the same person for all four examples.

<b>Core Value</b>	<b>Initials of a Person you Support and an Example</b>
Learning is lifelong. People with disabilities can learn new skills and information throughout their lives.	
Life has many seasons. Activities should be culturally and age appropriate.	
Everyone learns in different ways. Most people do best when learning conditions and teaching methods are adapted to their strengths.	
Everyone needs support and assistance sometimes. People with disabilities do not need to learn everything required for independent living before they can live where they want. They have the right to live in the community and receive the support they need to make it possible.	

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Everyone is unique. Programs should fit the person and not the other way around.	
Everyone should have choice and control in their lives. Person-Centered Planning is not about making people into “good workers” but about supporting people to set goals and realize dreams.	
Everyone learns from others. Some people may need more accommodation and support than others. Sometimes it is important to be shown how to do an activity and have lots of practice with support.	
Everyone has something to contribute. Everyone’s contribution is valuable. We want to give people the opportunity to grow and succeed by encouraging them to do as much as they can for themselves.	

### Work Sample B: Person-Centered Approach

1. Describe a person you support. Include their gender, age, communication method, mobility, level of support, types of support provided by the agency and others in their life, and other important information about the person.
2. Describe the person's preferences, needs, interests, and goals.
3. Describe specific examples of Person-Centered support you have provided in regard to the person's preferences, needs, interests, and goals:
4. Describe a specific example of how you assisted in the achievement of a personal outcome developed through the Person-Centered Planning process.

**Work Sample C: Support coworkers and supervisors to use Person-Centered practices.**

1. Describe a person you support. Include their gender, age, communication method, mobility, level of support, types of support provided by the agency and others in their life, and other important information about the person.

Is this the same person described in an earlier work sample? If yes, indicate that and skip to the next question.

2. Describe a challenging situation that prompted the need for you to take action to support a co-worker or supervisor to use Person-Centered practices with this specific person.

3. Describe the specific action that you took to assist in the situation above.

4. What impact did your action have on how support was provided for the person? What outcomes did the person achieve as a result of your support?

5. What impact did your action have on the co-worker or supervisor that you supported?

**Work Sample D: Person-Centered Planning Techniques**

1. Describe a person you support. Include their gender, age, communication method, mobility, level of support, types of support provided by the agency and others in their life, and other important information about the person.

Is this the same person described in an earlier work sample? If Yes, indicate that and skip to the next question.

2. Describe how **you** were involved during the PCP development process. Give specific examples:

- a. Before the meeting

- b. During the meeting

- c. After the meeting

3. How did you support the person to be actively involved throughout the PCP process?
  - a. Before the meeting. Describe how you supported the person to participate in self-assessment or other assessments; selecting a place for the meeting, inviting others, etc.
  - b. During the meeting. Describe how you supported the person to share information, participate in solving problems, making decisions, and selecting goals.
  - c. After the meeting. Describe how you support the person to engage in the plan activities, review progress, etc.
4. Describe how you and the rest of the team used decision making effectively to support the person.



**Work Sample E: Advocating for modifications to the PCP**

1. Describe a person you support. Include their gender, age, communication method, mobility, level of support, types of support provided by the agency and others in their life, and other important information about the person.

Is this the same person described in an earlier work sample? If yes, indicate that and skip to the next question.

2. Describe a situation where you saw the need for a change in the Person-Centered Plan or with how support was being provided. What change did you see necessary?

3. Describe how you advocated for change. When, how, and to whom did you make recommendations?

4. What was the outcome in this situation? Was your suggestion implemented? How did the change or lack of change affect the person supported?