

Intensive Planning and Support Coordination: Fidelity Checklist

Purpose

- The fidelity checklist is a foundational document to guide and critically evaluate the **design, scaling and implementation** of Intensive Planning and Support Coordination and the Intensive Planning and Support Coordination role.
- This evidence based checklist is required to fulfill Remedy reporting requirements as follows:
 - *July 2023*: Policy and practice framework established, including fidelity criteria
 - *December 2025*: Independent review commences with a focus on the fidelity criteria
 - *June 2026*: Independent review complete and implementation of necessary improvements

Rating System

- The ratings for each item should be re-visited by multiple partners including relevant project teams and DSP management at major milestones of the building, designing and scaling of the IPSC role. This will ensure the role stays consistent with its fidelity criteria and will provide an opportunity to evaluate what areas may need more attention and resources.
- The rating system is as follows:
 - **Green: Working Well**
 - **Yellow: Attention Needed**
 - **Red: Urgent Action Needed**

Design

Building Block	Rating
1. A clear job description based on the Remedy requirements and high expectations of performance	
2. Regionally based and closely connected to target groups as outlined in the remedy	
3. Realistic ratios of 1:20 enable a personal approach to be maintained, so people love their jobs and stay	
4. Clear IPSC values and principles, with transparent access pathways for IPSC supports	
5. Credible and skilled external technical support to address all fidelity features, based on the assumption that support needs to be evidence and resource based with a deep understanding of implementation	
6. Whole person approach to supporting individuals moving to community from an institutional facility and individuals whose support needs require a complex, coordinated response; Integrated approach for transitioning from IPSC to LAC for individuals who have strong, established support networks	
7. Multi-sector responses that span across all Departments as outlined in the Human Rights Remedy	
8. Careful selection of IPSCs involving people with disabilities and families. Move beyond just having a representative on a panel and extend to other key areas of intensive planning and support coordination (e.g. leadership development, training and evaluation)	

The following checklist was developed and adapted for the objective of Intensive Planning and Support Coordination and the Nova Scotian context based on the evidence-base collated by Eddie Bartnik & Ralph Broad on Local Area Coordination in Power and Connection. <https://citizen-network.org/uploads/attachment/812/power-and-connection.pdf>

Scaling and Sustainability

Building Block	Rating
1. Start small but think big - more than a project on the edge of the system, leveraging Intensive Planning and Support Coordination and evidence to inform system reform	
2. Internal and public communication strategy to ensure the purpose and value of IPSC is reported and understood and that ongoing support for Intensive Planning and Support Coordination is sustained	
3. Within and cross-sector leadership and creative resourcing involving a combination of existing and new resources as well as pooled funding from different silos	
4. Strengthen the infrastructure of Intensive Planning and Support Coordination and establish a base line core. Address issues that arise in initial cohorts of IPSCs before further expansion; carrying lessons learned forward	

Effective Implementation

Building Block	Rating
1. Systematic induction and training strategy with a strong focus on the IPSC Framework, in situation training, and support process to ensure rapid implementation.	
2. Think natural supports and community first approach with a greater focus on inclusion and contribution, what people can do for themselves first, how family, friends or community can help, then the complementary role of services	
3. A personal, flexible human approach, focusing on strengths, local solutions and resilience, rather than deficits, services and dependence, wherever possible	
4. A partnership approach with integrated, joint working but always alongside the person and their identified support network. Closely connected to LACs to support participants moving back to local communities.	
5. Deliberate investment in leadership, new ideas and partnerships	
6. Planned opportunities for regular interaction between IPSCs and their team leaders, 'connected' leadership	
7. An open culture characterised by participation, feedback reviews and evaluations, independent monitoring	
8. A strong safeguard framework and commitment to training	
9. Shared values and Practice Framework, regular connections through a Network with international best practice connections	

The following checklist was developed and adapted for the objective of Intensive Planning and Support Coordination and the Nova Scotian context based on the evidence-base collated by Eddie Bartnik & Ralph Broad on Local Area Coordination in Power and Connection. <https://citizen-network.org/uploads/attachment/812/power-and-connection.pdf>

10. Direct provision of Intensive Planning and Support Coordination, with opportunities for learnings and gaps from Intensive Planning and Support Coordination to be shared with leadership of the Disability Support Program	
--	--

The following checklist was developed and adapted for the objective of Intensive Planning and Support Coordination and the Nova Scotian context based on the evidence-base collated by Eddie Bartnik & Ralph Broad on Local Area Coordination in Power and Connection. <https://citizen-network.org/uploads/attachment/812/power-and-connection.pdf>