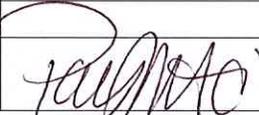


Catholic Charities Disabilities Services	
Agency Standard and Procedure	
Standard Category	Quality Assurance
Standard Title	Work
Regulations	
Original Issue Date	02/11/2005
Latest Revision Date	03/26/2012 7/15/2025 8/19/2025
Number of Pages	1
Attachments	
Approved by: Paula Jubic, Executive Director	

Standard:

Sufficient staff will be employed by Catholic Charities Disabilities Services to ensure that individuals supported in the residential program will not be relied upon for necessary services.

Individuals receiving services shall not carry out the duties of employees or volunteers, unless such tasks are described in his or her Staff Action Plan by the Director of Residential and Qualified Intellectual Disabilities Professional (QIDP) for the purpose of increasing the individual's skills.

Procedure:

- 1) Work activities may be appropriate to an individual Staff Action Plan (SAP). In such cases the Treatment Team, including the individual supported, will make that determination and include the specific activity or activities in the individual's SAP.
- 2) In the case of Work performed by a resident for the agency, a contract will be made between the agency and the resident and/or advocate, setting an appropriate reimbursement for services rendered.