

Division of Developmental Services Annual Risk Assessment Instructions

A SIS[®] assessment is completed for individuals receiving ID Waiver services every 3 years for adults, aged 16 years and over, and every 2 years for children between the ages of 5–15 years. The Virginia Supplemental Questions will be completed by the SIS[®] Interviewer during this assessment.

In addition, an Annual Risk Assessment (ARA) will be completed by the Support Coordinator/Case Manager at or prior to the initial Waiver meeting and annually thereafter.

- The ARA is completed after determining the person's current support needs as compared to their ratings on the most recent SIS or the prior year's ARA, whichever was completed most recently.
- Completion of the ARA is based on the same numeric scale used on Sections 3A-Exceptional Medical Supports and 3B-Exceptional Behavioral Supports.
- This means that the Annual Risk Assessment will reflect changes in the person's level of support needs from year to year. The Annual Risk Assessment is a review of the person's current level of support needs based on the instructions below.

The scale used for rating the support needs is as follows:

- 0-No Support Needed
No support needed because the medical condition or behavior is not an issue, or no support is needed to manage the medical condition or behavior.
- 1-Some Support Needed
Some support is needed to address the medical condition and/or behavior. People who support the person must be cognizant continuously of the condition to assure the individual's health and safety.
- 2-Extensive Support
Extensive support is needed to address the medical condition and/or behavior. Significant physical/hands on contribution. Support is intense and/or requires significant support time.

Any changes in the support needs of the individual which affect the ratings of Sections 3A and 3B since the last SIS or latest Annual Risk Assessment, whichever was completed most recently, will be described on the *current* Annual Risk Assessment in the text box at the top of Sections 3A and 3B.

Example: Johnny received extensive supports and a rating of 2-Extensive Supports for several items in Section 3 A last year. This year his support needs were reduced and he received a rating of 1-Some Support Needed on these items. The specific reasons for the change in these ratings should be entered on the Annual Risk Assessment.

All primary questions must be answered for all individuals. If the answer for any primary question is "Yes", the sub-questions for that section must also be answered. If the answer for any primary question is "No", the sub-questions for that section should not be answered.