

<b>Policy Title:</b>	<b>Choice and Control</b>
<b>Policy Number</b>	NDIS P 1.2
<b>Indicators of Practice</b>	1.2
<b>Quality St/EO</b>	Standard 1: Rights
<b>Date created</b>	21 May 2018 – reviewed March 2019
<b>Review date</b>	May 2021
<b>Approved</b>	<b>Date: 21/5 2018</b>

<b>Purpose</b>	St Basil's promotes and protects individual rights including freedom of expression, self-determination and decision-making.
<b>Scope</b>	This policy applies to all volunteers and staff employed or contracted by St Basil's. Staff are expected to be familiar with and apply this policy in all their actions.
<b>Policy</b>	<p>St Basil's respects the rights of people with disability in exercising choice and control about matters that affect them</p> <ul style="list-style-type: none"> <li>• Ensure that clients retain maximum control over their own career, training, activities, events and opportunities.</li> <li>• Ensure that clients direct and are involved in decisions about the supports and services they receive from St Basil's</li> <li>• Set out how St Basil's services will ensure all clients have the opportunity to participate as fully as possible in making decisions about their services.</li> </ul> <p>Decision making, and choice is about how clients can have input into:</p> <ul style="list-style-type: none"> <li>• The services they receive as an individual;</li> <li>• Planning the overall priorities and direction of the service;</li> <li>• Evaluating services to provide quality assurance; and</li> <li>• Recommending changes to provide continuous improvement. This does not mean that clients make decisions on St Basil's behalf but rather that St Basil's will seek and utilise the unique skills and insights of all clients to improve both service quality and business operations</li> </ul> <p>St Basil's will:-</p> <ul style="list-style-type: none"> <li>• Recognise and promote individual freedom of expression;</li> <li>• Ensure each person with a disability has the opportunity to participate as fully as possible in making decisions about events and activities of his or her daily life in relation to the service he or she receives;</li> <li>• Choice includes smaller decisions about everyday living through to more complex consultation on co-design of service.</li> <li>• Collaboration and consultation with people with disability (and other key stakeholders where appropriate) promotes and ensures active choice and control in relation to services.</li> <li>• Provide appropriate and flexible opportunities for each individual to participate in decision-making at all levels, including individual choices in service delivery and corporate business planning;</li> <li>• Ensure that access to information for decision making is maximised through the development of various strategies that meets the communication needs of all clients;</li> </ul>

	<ul style="list-style-type: none"> <li>• Ensure all clients are provided with necessary information in a way that meets the client’s communication needs, enabling the customer to choose and make informed decisions;</li> <li>• Maintain accessible documentation of client input and decision-making processes at individual and group levels;</li> <li>• Ensure that clients retain maximum control over their own lives by having primary involvement in, and influence over, decisions that affect them;</li> <li>• Monitor individual and group perceptions, feedback and/or satisfaction about the opportunities, appropriateness, flexibility and outcomes of decision making processes;</li> <li>• Provide timely information in appropriate formats to support clients, families, friends, carers and advocate to make informed decisions and understand their rights and responsibilities.</li> <li>• St Basil’s recognises the role of family, carers and advocates in representing people’s interests and promoting choice and control in the planning and delivery of supports</li> </ul> <p><b>Definitions</b></p> <ul style="list-style-type: none"> <li>• <b>Dignity of risk</b> – autonomy and self-determination used by a person when making decisions, including the choice to take some risks in life.</li> <li>• <b>Informed consent</b> – voluntary agreement and willing acceptance of a proposition and following action where the person making the decision has appropriate information and capacity to make the decision free or fear or influence.</li> </ul>																
<p><b>Resources</b></p>	<p><b>Relevant legislation and policy</b></p> <ul style="list-style-type: none"> <li>• Carers Recognition Act 2010</li> <li>• Disability Discrimination Act 1992</li> <li>• Disability Services Act 1993 (WA)</li> <li>• Equal Opportunity Act 1984 (WA)</li> <li>• Occupational Health and Safety Act 1984 (WA)</li> <li>• Universal Declaration of Human Rights</li> <li>• United Nations Convention on The Rights of Persons with Disabilities</li> <li>• National Standards for Disability Services</li> <li>• National Disability Insurance Scheme Act 2013</li> <li>• National Disability Insurance Scheme Quality and Safeguarding Framework</li> </ul>																
<p><b>Related Policies</b></p>	<table border="1"> <tr> <td data-bbox="391 1535 911 1570">Home Care Common Standards</td> <td data-bbox="911 1535 1424 1570">National Standards for Disability Services</td> </tr> <tr> <td data-bbox="391 1570 911 1606">1.6 Risk Management</td> <td data-bbox="911 1570 1424 1606">1.2 Choice and control</td> </tr> <tr> <td data-bbox="391 1606 911 1642">2.1 Service Access</td> <td data-bbox="911 1606 1424 1642">1.3 Safeguarding</td> </tr> <tr> <td data-bbox="391 1642 911 1717">2.3.2 Informed Choice and Risk Taking</td> <td data-bbox="911 1642 1424 1717">1.6 Access to information, legal advice and or advocacy</td> </tr> <tr> <td data-bbox="391 1717 911 1793">3.1 Information Management</td> <td data-bbox="911 1717 1424 1793">2.7 Promoting and supporting individual preferences</td> </tr> <tr> <td data-bbox="391 1793 911 1829">3.2.1 Access to Personal Information</td> <td data-bbox="911 1793 1424 1829">3.3 Decision making and choice</td> </tr> <tr> <td data-bbox="391 1829 911 1864"></td> <td data-bbox="911 1829 1424 1864"></td> </tr> <tr> <td data-bbox="391 1864 911 1892"></td> <td data-bbox="911 1864 1424 1892"></td> </tr> </table>	Home Care Common Standards	National Standards for Disability Services	1.6 Risk Management	1.2 Choice and control	2.1 Service Access	1.3 Safeguarding	2.3.2 Informed Choice and Risk Taking	1.6 Access to information, legal advice and or advocacy	3.1 Information Management	2.7 Promoting and supporting individual preferences	3.2.1 Access to Personal Information	3.3 Decision making and choice				
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<b>Related procedures</b>		
	Home Care Common Standards	National Standards for Disability Services
	PD064 Cultural and Religious Guidelines	PD002 Choice and control
	PD073 Information Pack	PD006 Promoting Valued Status
	PD080 Non Response to a schedule visit	
	PD089 Service Delivery	
	PD101 Boundaries of service provision	
<b>Associated documents</b>	Disability Advocacy Fact Sheet Service Agreement Clients In Home File Support Plan	