



**WCSI**  
Westmoreland  
Casemanagement  
and Supports Inc.

Welcome to Westmoreland Casemanagement and Supports Inc.! We are pleased to provide you with Support Coordination services. To help you navigate our system, here are some tips and reminders that will be helpful as you work through Supports Coordination with an Autism Diagnosis.

Your Supports Coordinator will be here to assist you with resources available to you throughout the community by coordinating, locating, and monitoring. Your Supports Coordinator will utilize the Lifecourse Tools to help identify future goals and your vision for a good life. Lifecourse tools will help you organize your ideas, vision, and goals, as well as problem-solve, navigate, and advocate for supports to live your “good life” now and in the future. You can familiarize yourself with these tools by visiting [www.lifecoursetools.com](http://www.lifecoursetools.com). In addition, we have included a copy of the Life Domain Vision Tool for your review; please feel free to complete the narratives and share with your Supports Coordinator in an upcoming visit.

Your Supports Coordinator will be meeting with you and your team, at minimum, once every three (3) months. Every six (6) months, face to face will occur and, once in a 12-month period, the face to face will occur in the home. However, based on the ongoing COVID-19 Pandemic, the comfort level of you and your team will determine whether face to face meetings will occur. This will be determined each time a face to face monitor or team meeting is due. In addition, monthly contacts will be made to ensure all your needs are being met.

In order to remain eligible for services a yearly MA51 form is required to be completed for all individuals receiving Supports Coordination services who have an Autism diagnosis. An MA-51 has been included for your future use.

Additionally, it is now required that all individuals who have an Autism diagnosis, are receiving Supports Coordination services and are 14 or older, receive a SIS (Supports Intensity Scale) assessment every 5 years. The SIS assesses level of need in a variety of areas of daily living. Per ODP Bulletin 00-19-04 your support coordinator will request a SIS to be scheduled within 60 business days from opening your case. Once the SIS is completed, your Supports Coordinator will use this information to develop your Individual Support Plan by including the level of support needed in areas of daily living.

Please feel free to reach out to your Supports Coordinator with any questions or concerns regarding the above information. The general office line is 724-837-1808, please follow the prompts for direct connection to your Supports Coordinator. We look forward to hearing from you and ensuring your needs are met.

**INTEGRITY, ACCOUNTABILITY, RESPECT, QUALITY, COMMITMENT.**

[www.wcsi.org](http://www.wcsi.org)