



### Self Determination Participant Checklist

	Attend SDP Orientation	This gives an overview and explanation of the Self-Determination Program (SDP)
	Consult and choose an Independent Facilitator, IF (optional)	The Independent Facilitator may help with the Person Centered Plan and assist with the transition to SDP.
	Participate in a person-centered plan	This plan will guide the participant through the rest of the year. The plan is also used to help identify unmet needs for the budget development and to identify services in the spending plan.
	Discuss Unmet Needs with FNRC	These are needs that previously existed in the traditional service system but were not met for some reason.
	Certify the Budget	The budget is equal to the amount of Regional Center funds spent for services in the last 12 months and includes any unmet needs. Once the participant or their legal representative signs the budget, it is certified.
	Create the Spending Plan with the Service Coordinator and IF if you choose to use one.	This is the plan that shows what the budget will be spent on, in dollars. This becomes the authorizations
	Consult and choose a Financial Management Service (FMS)	Speak with different FMS providers to decide on the model and service that is best for the participant. The FMS is the only required Regional Center vendor in SDP. They will pay the support staff and bills for SDP. If you want to hire staff, start working with the FMS to get those staff signed up for employment.
	Approve the spending plan	The participant and FNRC sign off on the spending plan. Once approved, the spending plan is sent to the FMS.
	FNRC Accounting Department enters spending plan into SDP billing	The SDP ebilling system houses the budgeted dollars and allows the FMS to pay for services.
	Complete IPP/Addendum with Service Coordinator	The IPP will need to be changed to reflect the new support services outlined in the spending plan.
	Confirm support staff and service providers are enrolled with the FMS.	Any support staff hired by the participant that will begin work immediately must complete the enrollment with the FMS prior to working. The same applies for all service providers.
	Enrollment into SDP	The participant is enrolled in SDP and can begin using their spending plan. You will review your spending plan with your SC quarterly.