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# ANNUAL RIGHTS ASSESSMENT / POM PROCESS

1. Identify 2 people a month (goal – people who have annual planning in the next two months)
2. To be completed by 2nd Friday of the month **FROM POM LIST (not PCP) BELOW**:
   1. Ability to Exercise Rights Assessment – Employment Coordinator
   2. Review of Finance Workbook – FIL
   3. Review of Healthcare– Nursing Director
   4. Review of Ability to Self-Administer Meds – Nursing Director
3. To be completed by last day of the month
   1. POM Interview and written summary – POM Interviewer
   2. PCP Meeting – Goal 2 person’s per month
   3. Program Supervisor uses POM and PCP summary to update TSI in PHS
4. Information shared with ISC/COS at next annual planning meeting – Case Manager

**SCHEDULE**

|  |  |  |
| --- | --- | --- |
|  | **POM and Education Activities from Item 2 above** | **PCP** |
| **October** | 1 | 1 |
|  | 2 | 2 |
| **November** | 1 | 1 |
|  | 2 | 2 |
| **December** | 1 | 1 |
|  | 2 | 2 |
| **January** | 1 | 1 |
|  | 2 | 2 |
| **February** | 1 | 1 |
|  | 2 | 2 |
| **March** | 1 | 1 |
|  | 2 | 2 |
| **April** | 1 | 1 |
|  | 2 | 2 |
| **May** | 1 | 1 |
|  | 2 | 2 |
| **June** | 1 | 1 |
|  | 2 | 2 |
| **July** | 1 | 1 |
|  | 2 | 2 |
| **August** | 1 | 1 |
|  | 2 | 2 |
| **September** | 1 | 1 |
|  | 2 | 2 |