

S^D Associates LLC

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To: NVT SD Families
From: Lesha Rasco & Jenn Johnson
Date: 8.25.2020

Hello all,

I hope this email finds you well. We recognize the crazy of the school year and the “new normal” has us being asked to sit with a level of uncertainty on a regular basis. Something we are both trying to get better at.

We know the correspondences have not been many in the past 2 months as we have been working tirelessly in trying to work through logistics and barriers to provide students and families with creative solutions to programming.

In the past we have asked that our staff not work for clients in the home environment due to liability issues, ethical issues (RBT & BCBA ethical guidelines) and program integrity issues. We recognize that having our staff available beyond the typical day to work with clients could be quite helpful in many regards. There are a number of families who would like to employ our staff as PCA's and to have more supports especially during this time of uncertainty when regular schedules and supports are not as stable due to COVID restrictions. We also have staff who are looking for second jobs as well.

So we have worked with our teams to try and create a situation that protects the company and staff and better allows for us to share resources and supports. We think given the current times and structure that when possible we could have staff available for PCA work.

This is the information shared with our staff last week:

We would like to try something new for the fall in regards to staff supporting S^D as caregivers/ PCAS. We hope that this shift will support families, give opportunities for staff for second jobs and still abide by RBT ethics, while supporting the integrity of programming. Below is what we anticipate it would look like

- 1.** Families would request a Caregiver by sending in a flyer to their BA with information including- a blurb on student, dates and times they are looking for, location of services and bit about the environment they would be working (amount of people in the house, activities that would be occurring at that time etc.) and contact information.
- 2.** The BA would post in hoopla and a place on the website
- 3.** Staff interested in working with the family would contact them directly.

Notes - staff cannot have been on the client's S^D team for the past 6 months. BA can give you some details about the client, but all support for that client would come with the parent present. S^D BA would not supervise you in that role rather the parent would be the supervisor, but may have you attend caregiver training meetings with them. Families would be aware that your S^D schedule would always come first and is a bit unpredictable at this current time. S^D cannot support staff or families with negotiating pay or any employment issues. Hours working for a family also do not count towards RBT hours. If an SD's staff's supervisors feel like the job may be effecting their ability to do your S^D job, we may counsel them to leave the position, giving them time to make an appropriate departure (2-4 weeks).

Families, if you are interested in having us extend this opportunity please let your BA know and they will follow up with you regarding next steps and answer further questions.

We truly hope that this is a support will provide some relief during these changing times and can be a small form of comfort and stability that we can extend.