



**CONSUMER-DIRECTED
PERSONAL ASSISTANT**
Providing Support
to People with Disabilities

The disAbility Resource Center
409 Progress St.
Fredericksburg, VA 22401
540-373-2559
fax: 540-373-8126
www.cildrc.org

The paper Consumer-Directed Personal Assistant/Attendant Directory maintained by the disAbility Resource Center provides an opportunity for people who want to become Personal Assistants to list their names, skills, and contact information in a central place where individuals with disabilities can look to find someone to help them live independently in the community. **The disAbility Resource Center does not guarantee employment.**

In addition to the disAbility Resource Center's Directory (which can be distributed via e-mail or picked up at the drc office), there is a statewide, online directory operated by Public Partnerships. Link to www.CDsupport.info and click Online User Registration. You can be on both directories. The Consumer-Directed Personal Assistant website operated by Public Partnerships is similar to other employment websites, except that the Directory is solely for finding employment as a Consumer Directed Assistant. Through this website, you can seek employment as an Assistant to provide ongoing personal care services, respite (assisting a person with a disability as back-up to their families or primary caregiver), and companion services (assisting with social activities and routine tasks such as shopping, laundry and meal preparation). To use this Directory, complete the online user registration under "Provider Login" to input your information as a "Provider" of Consumer Directed Assistant services. Persons with disabilities will use the search features in the Directory to review your information, and that of other applicants, to identify potential applicants to interview to work for them as their Assistant. There is not a fee to use this website.

What is a Consumer-Directed Personal Assistant?

A Consumer Directed Personal Assistant is a person who assists an individual with a disability with activities of daily living- such as bathing, toileting, dressing, and grooming. An Assistant also helps with routine tasks such as cooking, housework, errands, and shopping and with recreation and socialization. An Assistant provides support for the person with a disability at home, at work, in social events in the community, and when travelling for vacation or employment, empowering their employer to be able to live a very active and independent lifestyle. A Personal Assistant can be an integral part of helping individuals with disabilities maintain their independence and pursue all the life goals and opportunities they choose. The type of assistance a Personal Assistant will provide will vary based on the disability and needs of his/her employer and his/her age, lifestyle and interests.

A Personal Assistant's employer is the person, "Consumer", with the disability or his/her representative, and they "Direct" the services and supports they need to live independently. The Consumer or his/her representative is responsible for hiring and, if needed, dismissing personal assistants. They are "the boss." **The disAbility Resource Center nor Public Partnerships are a Personal Attendant's employer.**

How do I determine if this is the right option for me?

There are many benefits to becoming a Consumer-Directed Assistant. One of the main reasons people like to do this kind of work is because of the flexible schedules. If you have another job, are going to school part-time or just want to work certain hours, you may be able to connect with someone who needs assistance during those very times. The experience of working as an Assistant will also provide valuable awareness and training about people with disabilities, independent living and equal rights that can be a stepping stone toward a career in healthcare, human service, or customer service fields.

On the Job Training

In most circumstances, the person with the disability or his/her representative will provide you the training on their needs, routines, and type of assistance needed. If there is assistive technology or other equipment that is used, such as a hooyer lift, wheelchair, or communication device, your employer will show you how these work.

Key Points

Consumer-Directed Personal Assistants provide the support needed by a person with a disability.

You will not work for a company. You will work for the person with a disability. **The person with a disability will be your employer.** They will conduct the interviews, complete background checks and make the hiring decision. They will be your trainer and supervisor. They will approve your timesheets. They do your evaluations and make decisions about your ongoing employment. This gives you an excellent opportunity to develop a good working relationship with your employer.

If the person with a disability is unable to perform the functions as your employer, they may have a family member or other representative act in their place as your employer.

Being listed on one or both Directories allows you to provide your information so that employers (people with disabilities) can see what your experience is and what type of supports you can provide.

Personal Assistant employment is flexible and doesn't always fall within traditional work hours.

Most people with disabilities who use the Directory have their supports paid for by Medicaid. The rate of pay from Medicaid is \$11.47 in Stafford and Spotsylvania counties and Fredericksburg. It is \$8.86 in Caroline and King George counties and the rest of southern VA. Personal Assistants may not charge or accept a rate higher than these rates if your wages are paid by Medicaid. Unfortunately, at this time, none of the programs provide insurance/benefits or paid vacation/sick leave. If you are injured on the job none of the programs pay workman's comp.

To be employed as a Consumer-Directed Personal Assistant by someone in a long-term care Medicaid program, you must be:

- 18 years or older
- Possess a valid Social Security number
- Be willing to complete a background check
- Possess basic reading, writing and math skills

Questions about Working as Consumer Directed Personal Assistant?

If you have further questions about your role as a Consumer Directed Personal Assistant or independent living for persons with disabilities, you can contact the **disAbility Resource Center, a Center for Independent Living, at 540-373-2559**. CILs are nonprofit, empowerment and advocacy organizations supporting independent living opportunities and equality for persons with disabilities.



**disAbility Resource Center
Consumer Directed Personal Attendant
Information/Registration
409 Progress Street Fredericksburg, VA 22401
Phone: 540-373-2(Please print neatly)
559 / Fax: 540-373-8126**

Name: _____ E-mail: _____

Phone #: Home: _____ Cell: _____

Address: _____

Please check where you can do personal attendant work: F'burg Stafford Spotsy KG Caroline

Are you a Certified Nursing Assistant? Yes ___ No ___

Please list times when you can work:

Sun: _____ Mon: _____

Tues: _____ Wed: _____

Thur: _____ Fri: _____

Sat: _____

Are there any aspects of personal care (ex: bathing, lifting, behavioral support) you are unable to perform?

Please list relevant experience: _____

I verify that all information above is true and correct, and I give my permission to the dRC to distribute my information to potential employers. I understand that I can be hired by more than one employer if the hours do not overlap.

I understand that I will not be an employee of the disAbility Resource Center.

I understand the dRC maintains the registry as a courtesy to its consumers and prospective personal attendants and, as such, the dRC reserves the right to determine who will be listed on their registry.

It is my responsibility to contact the dRC when I want to update my information or have my information removed from the Personal Attendant Registry. The dRC will keep my information on file for one year unless I have contacted the dRC and asked them to keep my name on the directory for another year.

Signature

Name

Date