## Name:

**Date of Completion:**

***Person-Centered Planning Tool (PCPT)\****

### The Person-Centered Planning Tool (PCPT) is a mandatory discovery tool used to guide the person centered planning process and to assist in the development of an individual’s Service Plan.

|  |  |  |
| --- | --- | --- |
| **Name** | **Phone/Email** | **Role/Relationship** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |
| --- | --- |
| **What do you and others like or admire about you?**  This section reflects your positive qualities and includes likes, goals, aspirations, etc.  (iRecord: Strengths & Qualities) | |
| **Categories / Dropdowns in this section**   * Like about self * Others like about you * Achievements * Things you do well   **Sample Questions:**   * What do you like about yourself? * What do people like and admire about you? * What are your positive qualities? * What are your proudest achievements? * What are some things you do well? |  |

(iRecord: Relationships)

**Family**

**Supporters at home and in the community**

**Supporters at work, school, day program?**

**Friends**

|  |  |
| --- | --- |
| **What is important to you?**  This section describes what is important to you, including: routines, relationships, places to go, things to do, etc.  (iRecord: Important to You) | |
| **Categories / Dropdowns in this section**   * Personal Preferences/Routines * Place to Go * Interests * Things to Do * People to See / Relationships * Recreational Pursuits * Dislikes * Pets * Other   **Sample Questions:**   * What do your routines look like? * Where do you like to go? * What are some of the things you like to do? * Who are the people you like to see? * What are your likes and dislikes? |  |

|  |  |
| --- | --- |
| *.* **What are your long-term hopes and dreams?**  This section captures information about your long-term hopes and dreams.  (iRecord: Hopes & Dreams) | |
| **Categories / Dropdowns in this section**   * Short-term Hopes and Dreams * Long-term Hopes and Dreams   **Sample Questions:**   * What are some of your goals to achieve in the next month, 6 months, year, and/or ten years? * Where do you dream of living? * What new things would you like to learn? * Is there anywhere you’d like to travel? * What is your dream job? * Are there groups or activities you’d like to join? * What kind of relationships do you want in your life? |  |

|  |  |
| --- | --- |
| What do others need to do to support you? This section describes what others need to know and do to support you at home, work or in the community.  (iRecord: Support Settings) | |
| **Categories / Dropdowns in this section**  Support needs in the following areas:   * Community * Home * Work  Sample Questions:In what areas of your life do you need/use assistance?How do you like/need to be supported in this area? |  |
| What are some of your community experiences?This section describes what things you have done and your interactions with others while in the community?(iRecord: Community Integration) | |
| **Categories / Dropdowns in this section**   * Previous / Current Experiences * Extent of Interaction with Community   **Sample Questions:**   * What has been your experience in the community? * What things do you like to do? * Do you like big crowds or prefer small crowds? * Do you work better alone or interacting with others? |  |

|  |  |
| --- | --- |
| **What are the characteristics of the people who support you best?**  This section includes personality characteristics that you would like to see present in the individuals that support you.  (iRecord: Supporter Qualities) | |
| **Categories / Dropdowns in this section**   * Characteristics of Supporters * Other   **Sample Questions:**  It’s important to be supported by someone that is a good match for your need, prefer, enjoy, and appreciate.   * What characteristics do you appreciate in others? * What characteristics tend to bother you in others? * What interests would you hope to share with someone you spend time with? |  |
| **What do caregivers/providers need to know about how you communicate?**  This sections captures information about how you communicate: It includes information about how you communicate non-verbally, including how you let others know if you are happy, sad, excited, or angry, and if you disagree, understand, or want to go somewhere.  (iRecord: Communication Styles) | |
| **Categories / Dropdowns in this section**  Read/Write  Express emotion  Express illness, pain, discomfort  Express wants/needs/choices  Express understanding  Express lack of desire/interest  Other  **Sample Questions:**   * What language do you speak? * Do you read/write? * How do you communicate verbally and/ or nonverbally? Think about the following:   + Express Emotion   + Express illness, Pain, Discomfort   + Express wants/needs/choices   + Express understanding   + Express lack of desire/interest * Do you communicate using technology? * Do you read or write? To what extent? |  |