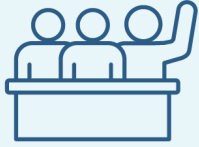




ARP Bulletin 11



Our rules about restrictive practices

What you need to know about our policy:

Authorisation of Restrictive Practices in Funded Disability Services Policy

Easy Read bulletin

Issue 11: August 2024



How to use this bulletin



A **bulletin** is important news we share with the community.



The Government of Western Australia
Department of Communities (the Department)
wrote this bulletin.

When you read the word 'we', it means
the Department.



We wrote this bulletin in an easy to read way.

We use pictures to explain some ideas.

Bold
Not bold

We wrote some important words in **bold**.

This means the letters are thicker and darker.



We explain what these bold words mean.

You can find out what they mean in the **Word list** section.



This is an Easy Read summary of another bulletin.

This means it only includes the most important ideas.

You can find all of our bulletins on our website.



www.wa.gov.au/government/document-collections/authorisation-of-restrictive-practices-resources



You can ask for help to read this bulletin.

A friend, family member or support person might be able to help you.



We recognise First Nations people as the traditional owners of our land – Australia.

They were the first people to live on and use the:



- land



- waters.

What's in this bulletin?

About our bulletins 6

About our principles 14

Outcome Summary Reports 19

Functional behaviour assessments 21

Supports for families 25

Supports for providers 26

Tell us what you think 27

Training and information sessions 29

Word list 37

About our bulletins



We include this section in all our bulletins.

If you've already read this information, you can skip to the next section.

The next section is called **About our principles**.



We want to make sure people in WA are safe.



So we need rules about how **providers** can use some types of supports.



A provider supports people by delivering a service.

Sometimes providers use **restrictive practices** to keep:



- a person safe



- the people around them safe.



Restrictive practices are actions that stop people from:

- moving
- doing what they want.



We wrote a **policy** so everyone knows what rules we have about restrictive practices.

A policy is a government plan for how to do things.



We call it the *Authorisation of Restrictive Practices in Funded Disability Services Policy*.

We wrote our bulletins to share information about:



- our policy



- research about **positive behaviour support**.

Positive behaviour support is about supporting someone to live a good life.

About positive behaviour support

Positive behaviour support is about working together to:



- understand someone's behaviour
- meet their needs
- provide the right support to them.



This includes:

- asking questions
- being open to their experiences.



Providers can use positive behaviour support to help them:

- use less restrictive practices
- stop using restrictive practices.

Positive behaviour support is about helping:



- people who need supports
- and
- the people around them.

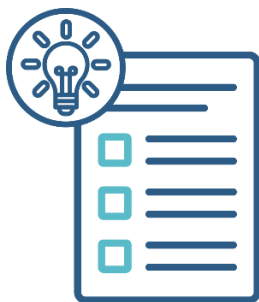


Positive behaviour support works best when everyone:

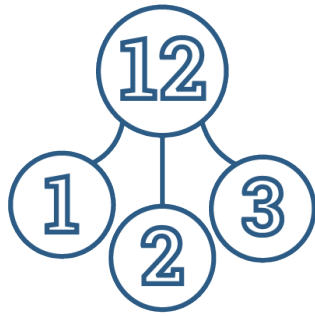
- listens to what the person wants and needs
- works together.



There are 12 ideas about the best way to use positive behaviour support.



These ideas come from research called *Positive Behaviour Support in the UK: A state of the Nation Report* by Nick Gore and other researchers.



The researchers split the 12 ideas about positive behaviour support into 3 areas.

1



1. People's **rights** and living a good life.

Rights are rules about how people must treat you:

- fairly
- equally.



2. Understanding behaviour,
needs and experiences.

3



3. Providing high-**quality** supports.



Quality is about good services that:

- meet people's needs
- give people choice and control.

1

In each bulletin we explain one of the 12 ideas in more detail.

Our other bulletins



You can find our other bulletins on **our website**.

www.wa.gov.au/government/document-collections/authorisation-of-restrictive-practices-resources



You can also sign up to our bulletin.

We can email you every time we write a new bulletin.



You can sign up by **filling out a form online**.

www.confirmsubscription.com/h/d/A869AA30BCDE3CFD

Or you can visit **our website**.

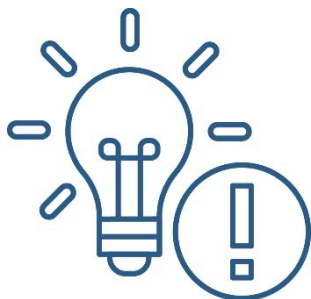


www.wa.gov.au/organisation/department-of-communities/authorisation-of-restrictive-practices



Please share this form with your friends and family, so they can sign up too.

About our principles



In this bulletin, we explain the **principles** in our policy.

Principles are important ideas we should always think about.



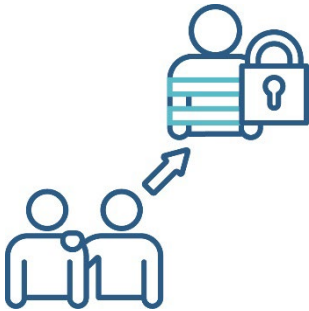
The principles in our policy help make sure **behaviour support plans** protect the rights of people with disability.



A behaviour support plan is a document that explains what support a person needs.



Our policy includes 5 principles.



1. Providers must try other ways to manage behaviour before they use a restrictive practice.



2. Providers must use a restrictive practice that doesn't limit the person too much.



3. Providers must only use a restrictive practice when people are at risk of harm.



4. Providers must use a restrictive practice as much as is needed to keep people safe.



5. Providers must use a restrictive practice for the shortest time possible.

How people use our principles



Our principles guide **behaviour support practitioners** when they create behaviour support plans.



Behaviour support practitioners work with a person to create the person's behaviour support plan.

This plan might include restrictive practices.

They follow the rules in our policy about restrictive practices.



The principles in our policy also guide providers when they check a behaviour support plan before a **Quality Assurance Panel**.



A Quality Assurance Panel is a group of people who check behaviour support plans.

They decide if a restrictive practice can happen.

They follow the rules in our policy about restrictive practices.



Quality Assurance Panels use the principles in our policy to check that behaviour support plans protect the rights of people with disability.

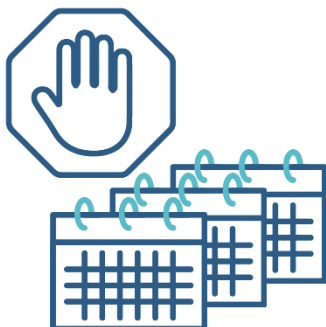
This includes making sure:



- people with disability have had a say in creating their behaviour support plan



- the behaviour support plan includes ways to use less restrictive practices over time



- the behaviour support plan includes ways to stop using restrictive practices over time.

Outcome Summary Reports



A Quality Assurance Panel must write an 'Outcome Summary Report' after they check a provider's behaviour support plan.



An Outcome Summary Report explains a Quality Assurance Panel's decision about using a restrictive practice.

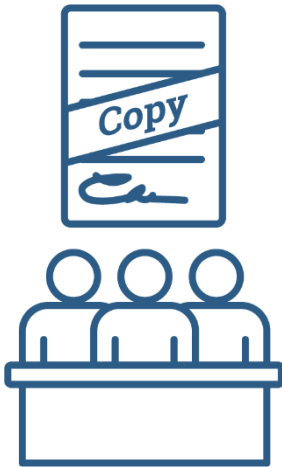


This includes their decision to:

- let the provider use a restrictive practice
- not let the provider use a restrictive practice.



Providers should keep copies of past Outcome Summary Reports.



They should give these to a Quality Assurance Panel before their meeting.

After the meeting, providers should also give a copy of the Outcome Summary Report to:



- the person



- the person's family.

Functional behaviour assessments



In this bulletin, we also look at **functional behaviour assessments**.

A functional behaviour assessment is a way to learn about a person's behaviour.

This includes learning about:



- how an environment can affect a person's behaviour



- a person's experiences



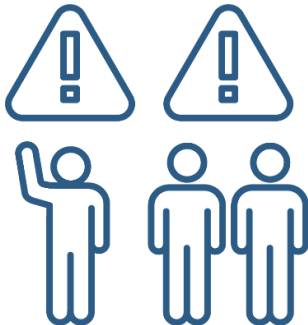
- what supports a person needs.



This means a functional behaviour assessment should not just focus on a person's behaviour.



A functional behaviour assessment helps us understand why a person might have **behaviours of concern**.



Behaviours of concern are things someone does that might put:

- themselves in danger
- other people in danger.



This is how a person might communicate that something in their environment isn't supporting what they need.



The person doing the functional behaviour assessment should work together with the person with disability and the people around them.



This will make sure the functional behaviour assessment includes their ideas and experiences.



Working together can help everyone to understand what support:

- a person needs
- the people around them need.



A functional behaviour assessment must happen often.



This is because:

- parts of a person's life can change
- the supports they need can change.



In our next bulletin, we'll look at another of the 12 ideas from the positive behaviour support research.



The next idea is about creating high-quality behaviour support plans.

Supports for families

Information about the policy



We have fact sheets you can read to learn about:

- our policy
- restrictive practices.



You can visit the individuals and families section on our website.

www.wa.gov.au/government/document-collections/authorisation-of-restrictive-practices-resources

Supports for providers



Developmental Disability WA (DDWA) can help providers find an **external behaviour support practitioner** for a Quality Assurance Panel.



External behaviour support practitioners are people that:

- need to be on all Quality Assurance Panels
- help decide if a restrictive practice can happen.



Providers can email DDWA.

ddwa@ddwa.org.au



The Western Australian Government pays external behaviour support practitioners from DDWA to be on Quality Assurance Panels.

Tell us what you think



We want to know what you:

- think about our bulletins
- want to learn about.



You can send us an email.

arp@communities.wa.gov.au

We might include your question or topic in our next bulletin.



You can contact the **NDIS Quality and Safeguards Commission (NDIS Commission)** if you have any questions about:

- restrictive practices
- how people support you.



The NDIS Commission makes sure people with disability who take part in the NDIS:

- are safe
- get good services.



You can send the NDIS Commission an email.

behavioursupport@ndiscommission.gov.au

Training and information sessions



We hold free information sessions for:

- providers
- families and carers
- behaviour support practitioners.



You can ask questions during the sessions.



All the sessions are online.

We use Microsoft Teams.



You can send us an email if you have a question about these sessions.

BehaviourSupportConsultancy@Communities.wa.gov.au



You can find future sessions in our most recent bulletin.

You can find our bulletins on our website.

www.wa.gov.au/government/document-collections/authorisation-of-restrictive-practices-resources

Training sessions for providers and behaviour support practitioners

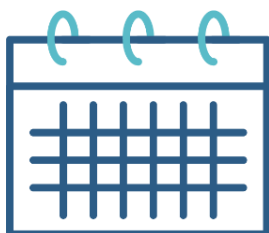


There will be 5 information sessions for:

- providers
- behaviour support practitioners.



One of the information sessions is about practices that are not part of our policy.



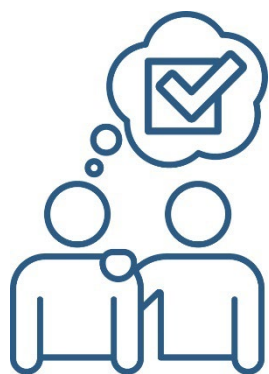
This information session will be:

- on Wednesday 18 September 2024
- from 10:30 am to 12 pm.



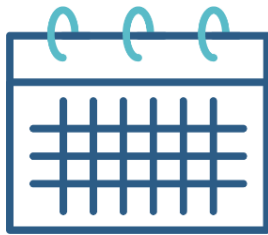
You can sign up for this session on the Eventbrite website.

www.eventbrite.com.au/e/arp-policy-deep-dive-out-of-scope-practices-tickets-682050831397



One of the information sessions is about **supported decision-making** and our policy.

Supported decision-making is when someone helps you make important decisions about your life and how you live.



This information session will be:

- on Thursday 12 September 2024
- from 1:30 pm to 3:30 pm.



You can sign up for this session on the Eventbrite website.

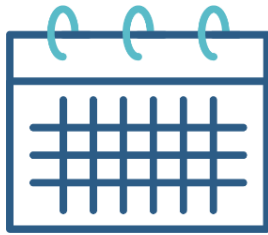
www.eventbrite.com.au/e/authorisation-of-restrictive-practices-policy-supported-decision-making-tickets-721881786857



3 of the information sessions are about how to:

- use less restrictive practices
- stop using restrictive practices.

These information sessions will be on:



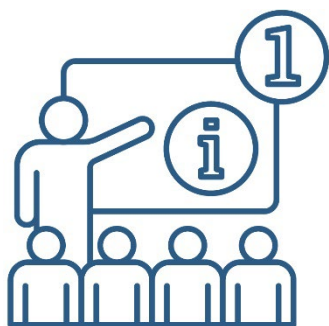
- Thursday 29 August 2024
from 10:30 am to 12 pm
- Tuesday 10 September 2024
from 1:30 pm to 3 pm
- Monday 16 September 2024
from 10:30 am to 12 pm.

You can sign up for this session on the Eventbrite website.



www.eventbrite.com.au/e/arp-policy-deep-dive-reduction-and-elimination-of-restrictive-practices-tickets-919198386117?aff=odtdtcreator

Information sessions for senior managers practitioners and delegates



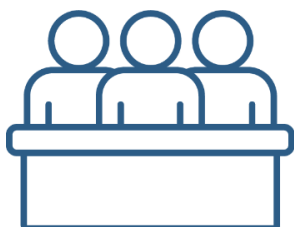
There will be one information session for:

- senior managers
- practitioners
- **delegates.**

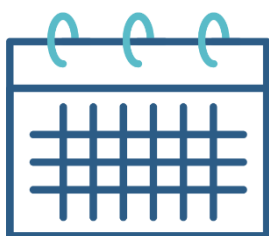


A delegate is a person who:

- works for the provider
- the senior manager chooses to speak for them.



This information session is about Quality Assurance Panels.



This information session will be:

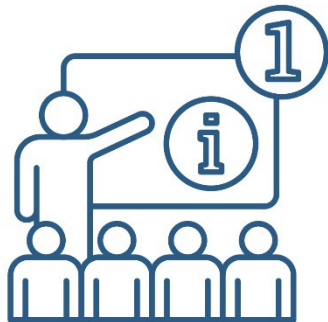
- on Monday 26 August 2024
- from 1 pm to 4 pm.

You can sign up for this session on the Eventbrite website.



www.eventbrite.com.au/e/quality-assurance-panels-introductory-session-tickets-682040550647

Quality Assurance Panels practice group session

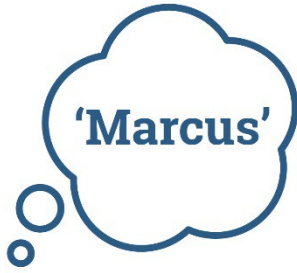


There will be one practice group for:

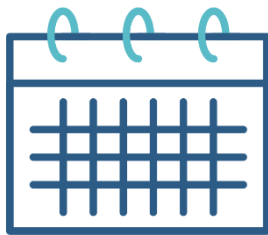
- senior managers
- delegates
- practitioners.



You need to go to an information session about Quality Assurance Panels before you can take part in this practice group session.



This practice group uses the example called 'Marcus'.



This practice group session will be:

- on Tuesday 3 September 2024
- from 1:30 pm to 3:30 pm.



You can sign up for this practice group on our Eventbrite website.

www.eventbrite.com.au/e/arp-quality-assurance-panels-practice-session-scenario-marcus-tickets-795118570047?aff=erelexpmlt

Word list

This list explains what the **bold** words in this document mean.



Behaviour support plan

A behaviour support plan is a document that explains what support a person needs.



Behaviour support practitioner

Behaviour support practitioners work with a person to create the person's behaviour support plan.

This plan might include restrictive practices.

They follow the rules in our policy about restrictive practices.



Behaviours of concern

Behaviours of concern are things someone does that might put:

- themselves in danger
- other people in danger.



Bulletin

A bulletin is important news we share with the community.



Delegate

A delegate is a person who:

- works for the provider
- the senior manager chooses to speak for them.



External behaviour support practitioner

External behaviour support practitioners are people that:

- need to be on all Quality Assurance Panels
- help decide if a restrictive practice can happen.



Functional behaviour assessments

A functional behaviour assessment is a way to learn about a person's behaviour.



NDIS Quality and Safeguards Commission (NDIS Commission)

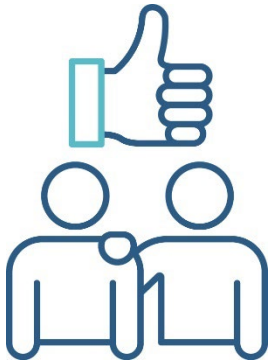
The NDIS Commission makes sure people with disability who take part in the NDIS:

- are safe
- get good services.



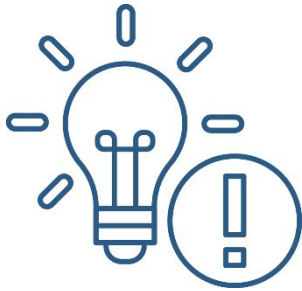
Policy

A policy is a government plan for how to do things.



Positive behaviour support

Positive behaviour support is about supporting someone to live a good life.



Principles

Principles are important ideas we should always think about.



Providers

Providers supports people by delivering a service.



Quality

Quality is about good services that:

- meet people's needs
- give people choice and control.



Quality Assurance Panel

A Quality Assurance Panel is a group of people who check behaviour support plans.

They decide if the restrictive practice can happen.

They follow the rules in our policy about restrictive practices.



Restrictive practices

Restrictive practices are actions that stop people from:

- moving
- doing what they want.



Rights

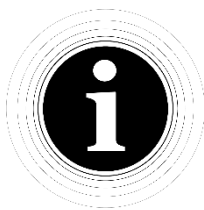
Rights are rules about how people must treat you:

- fairly
- equally.



Supported decision-making

Supported decision-making is when someone helps you make important decisions about your life and how you live.



The Information Access Group created this Easy Read bulletin using stock photography and custom images. The images may not be reused without permission. For any enquiries about the images, please visit www.informationaccessgroup.com.

Quote job number 5887.