Attachment 1—BUS Update Screenshots—New Rights Modification Screens

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[Add] [Print] [Answer Rights Modification Questions]

Rights Modification				
	Event	Rights Modification Classifications	Start Date	End Date

Click the Add link to add a new rights modification or to enter information about an existing rights modification that is up for review/renewal. Once an individual has rights modifications, this summary table will have one row per rights modification (as shown on p. 4 below).

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Test - Client - Assessment - Pistachio Pudding - ***-**-5555

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Rights Modification - Basic Information

Rights Modification Number 1

I will be subject to a rights modification ○ **Yes** ● **No**

*If Yes, all questions are mandatory

Start [01/01/2021] 📅 (mm/dd/yyyy)

Right Modification Classification: End [12/31/2021] 📅 (mm/dd/yyyy)

- ☐ **Ability to lock bathroom door**
- ☐ **Ability to lock room/unit**
- ☑ **Access to dangerous objects or hazardous materials**
- ☐ **Access to food at any time**
- ☐ **Access to media and internet**
- ☑ **Access to personal possessions**
- ☐ **Access to specific areas in living space**
- ☐ **Access to the greater community**
- ☐ **Cameras or audio monitors**
- ☐ **Chimes or other alerts**
- ☐ **Choice of roommates**
- ☐ **Choice of services and who provides them**
- ☐ **Choice of setting**
- ☐ **Choice of visitors at any time**
- ☐ **Freedom and support to control own schedules and activities**
- ☐ **Freedom to furnish or decorate sleeping or living unit**
- ☐ **Independent access to and use of a phone**
- ☐ **Independent decision-making, initiative, or autonomy**
- ☐ **Key to the home**
- ☐ **Right to privacy**
- ☐ **Restraints**
- ☑ **Other, describe classification of modification:**

[Access to matches, lighters, and other fire-starting materials]

[Save] [Save and Continue] [Reset]

Annotation (top right): For a new rights modification, select No (i.e., this rights mod is not in effect). The BUS will not allow Yes (i.e., this rights mod is in effect) to be selected until you have entered all the required information on this screen and the details screen that follows.

Annotation (middle right): Start Date should not be before you have documented all the required information for that rights mod (including but not limited to confirmation of informed consent) on the details screen that follows.

If Human Rights Committee (HRC) review is required, Start Date should not be before that review has been completed (and No should not be changed to Yes until that date).

End Date cannot be more than 1 year after Start Date.

Annotation (lower right): Select the appropriate checkbox(es) to summarize the kind of rights modification. You may select more than one classification for a single rights modification and/or enter your own description in the Other field (as shown at left). However, please do not combine entirely different rights modifications in a single entry (for example, a restriction on "Access to food at any time" should be entered as a separate rights modification from the example at left).

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RIGHTS MODIFICATION DETAIL

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4. Reasons for the modification:

Modification #	Observable and measurable description of behavior or other issue to be changed or improved	Assessment item(s) that demonstrate why issue has been targeted	Efforts to use positive interventions and less intrusive alternatives prior to use of Rights Modification
1			

5. Types of modifications:

Modification #	Classification of modification:	Description of rights modification	Informed consent has been documented for mod.	Staff training on proper implementation	Providers to implement modification	Start Date	End Date
1	☐ Ability to lock bathroom door ☐ Ability to lock room/unit ☑ Access to dangerous objects or hazardous materials ☐ Access to food at any time ☐ Access to media and internet ☑ Access to personal possessions ☐ Access to specific areas in living space ☐ Access to the greater community ☐ Cameras or audio monitors ☐ Chimes or other alerts ☐ Choice of roommates ☐ Choice of services and who provides them ☐ Choice of setting ☐ Choice of visitors at any time ☐ Freedom and support to control own schedules and activities ☐ Freedom to furnish or decorate sleeping or living unit ☐ Independent access to and use of a phone ☐ Independent decision-making, initiative, or autonomy ☐ Key to the home ☐ Right to privacy ☐ Restraints ☑ Other, describe classification of modification: Access to matches, lighters, and other fire-starting materials		☐			01/01/2021	12/31/2021

> All of the fields on this details screen have hovertext for additional guidance. For further guidance on the required information, please consult Attachment 3, the informed consent template (with built-in guidance for providers and case managers) and the January 2019 rights modification training.
>
> You may save information in some but not all of the fields (partial data entry) so long as the No radio button on the prior screen is selected. You will not be able to change that radio button to Yes until you have addressed every field here.

6. Plans for monitoring and removing modifications:

Modifications #	Who will monitor	Changes necessary to remove modification	Timeline for reviewing whether modification is still necessary
1			

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[Save] [Reset]

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[Add] [Print] [Answer Rights Modification Questions]

Rights Modification

	Event	Rights Modification Classifications	Start Date	End Date
Revise	1	Access to dangerous objects or hazardous materials Access to personal possessions Other, describe classification of modification: Access to matches, lighters, and other fire-starting materials	01/01/2021	12/31/2021
View	2	Access to food at any time	01/01/2020	12/01/2020

On the summary screen, each rights modification has its own row in the table.

The table includes a Revise button for a rights modification that has not ended yet. The table includes a View button for a rights modification that has ended.

Clicking the Print link at the top of this screen will change each button in the table (Revise and/or View) to a Print button. Clicking the Print button for a rights modification allows you to print the details for that rights modification and share them with appropriate recipients (e.g., the provider implementing that rights modification).

Clicking the Answer Rights Modification Questions link takes you to the questions screen shown on p. 5 (below).

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Test - Client - Assessment - Bread Pudding - ***-**-1111

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1. Were emergency control procedures used since the last assessment?
   ○ No ○ Yes

2. Are actions being taken to prevent the need for continued use of emergency control procedures?
   ○ No, describe why not:
   [   ]

   ○ Yes, describe actions:
   [   ]

3. I will be subject to a rights modification:
   ○ No ○ Yes

7. I have questions or concerns about the rights modifications process.
   ○ No ○ Yes, document concerns and discussion:
   [   ]

8. **Human Rights Committe (HRC) review necessary?**
   ○ No
   ○ Yes, because:
   ☐ Of a rights modification
   ☐ Use of psychotropic medication 1) administered by a paid support and/or 2) receiving residential habilitation

9. HRC Review Status/Outcome
   ○ To be submitted
   ○ Submitted, awaiting review
   ○ Review completed

10. HRC review outcome and recommendations:
    [   ]

[Save] [Reset]

Annotation boxes:

You should answer the questions on this screen at least once for an individual, starting when you first enter a rights modification for them into the BUS (as a new rights modification or a renewal of an existing rights modification). You may edit your answers at any time.

The gap in numbering on this screen (from item 3 to item 7) is intentional, to conform to the screens you will see in the new assessment and service planning tool.

For item 8, hovertext provides this guidance: Select "No" if the individual is not enrolled in one of the following waivers: DD, SLS, CES, CHRP.

5