



Interviewing for . . .

APD Provider Services

When your waiver Support Plan is developed with the Waiver Support Coordinator (WSC), it must be based on your needs for services. This should include paid and unpaid services. If needs change at any time, the Support Plan should be updated. The Waiver Support Coordinator is in charge of developing this plan with your individual's Circle of Support. If you have a need that cannot be met by a waiver service, then it is the responsibility of the support coordinator to strategize to meet that need. ALL paid provider services and changes must be approved before they can start.

Hiring a Provider: Many individuals and families may not have the necessary skills to interview providers coming into their homes to assist them. The individual receiving the service should have support, if needed, to help ask meaningful questions. This could be an advocate, family member or support coordinator. The final decision, however, belongs to the individual receiving the service if they are legally competent.

These questions are written as if you are interviewing for a Supported Living Coach. Change your questions to meet your interview requirements. These are only sample questions. Remember you are the employer and the individual with the developmental disability can change Waiver Support Coordinators or providers at any time. APD provider vendor list can be found at: <http://www.fldresources.org>

Interview Questions

1. Who will actually be doing the work with me? I need to interview that person.
2. How did you get interested in this field of work?
3. How many jobs do you have now, part time and full time?
4. Have you ever been fired from a job?
5. What training have you had and when? (This question is VERY important. Make sure trainings are up-to-date.)
6. What experience have you had working with people with intellectual disabilities? Autism?
7. I am interviewing for a supported living coach, have you done supported living in the past?
8. How many clients have you had in supported living?
9. How many clients do you have now and for what services?
10. When was your last APD Delmarva Review and what was the score?
11. What are you doing to improve your score?
12. If you suspect an issue of abuse, neglect or exploitation, what would you do?
13. How can you help me see both sides of a choice so I can make an informed decision? Would you respect the choice I made and help me with it?
14. When you have questions about supporting a person with a developmental disability, who would you call?
15. What procedures do you have for handling complaints?
16. What is the most difficult thing about working with people who have a developmental disability?
17. How would you handle my behaviors? Examples: refusal to go to work, anger, sadness, or grief, not following directions, refusal to eat, toilet, take medications, attend day program, or get on transportation vehicles.
18. How could you tell if a person is in pain?
19. What would you do if someone had a seizure?
20. What do you expect of me, the individual needing the service?
21. What do you expect of my family?
22. What do you expect of yourself?
23. What are some ways to demonstrate respect for a person's privacy?