

# NIGHT SUPERVISION

*Lifeworks*

A nonprofit serving  
people with disabilities

## Overnight support in the comfort of your own home.

As a licensed provider for the state of Minnesota, Lifeworks is skilled at navigating complex situations and interpreting state requirements. We hold ourselves to the highest standards, ensuring that your support professionals have what they need to work for you.

With responsive customer service and user-friendly systems in place, you can maximize your budget and rest easy knowing that we are here for you – every step of the way.



Real-time reporting  
and monthly  
budget summaries



Assistance with  
staff onboarding



Paid training for  
support staff



Seamless intake  
process to hire  
support quickly



Walk-through  
digital tools



Ongoing, thorough  
reviews of service  
usage

Lifeworks is invested in providing culturally appropriate services.  
We translate materials into a variety of languages and hire native speakers.

### What is Night Supervision?

Night Supervision is one-to-one support that takes place in a person's home. Staff remain awake overnight and assist with following a person's plan, encouraging skill development, and helping with activities of daily living (ADLs and IADLs). Family and friends can be hired as support staff, providing relief for primary caregivers. Night Supervision can be used for up to 12 hours in a 24-hour period. This service can complement Personal Care Assistance (PCA) Choice as well as Personal Support and Respite (PSR) Services.

### Am I eligible to receive this service?

Night Supervision requires that a person has a waiver for either Brain Injury (BI), Community Alternative Care (CAC), Community Access for Disability Inclusion (CADL), or Developmental Disabilities (DD) and is referred to this service by a case manager.

### Have questions?

Let us help. Our knowledgeable staff are here for you.

All you need to do is give us a call: **651-454-2732**

or visit us online: [lifeworks.org/fiscal-support](https://lifeworks.org/fiscal-support)

Lifeworks is a 501(c)(3) nonprofit and an Equal Opportunity Employer.  
This information can be provided in an alternate format upon request.

[lifeworks.org](https://lifeworks.org) | 2965 Lone Oak Drive, Suite 160, Eagan, MN 55121



# HOW IT WORKS: Night Supervision

We know that the process for self-directing your support can be confusing – that’s why we put this overview together. Should you have any questions, please do not hesitate to contact us. We are here for you.

**651-454-2732 | [lifeworks.org/fiscal-support](https://lifeworks.org/fiscal-support)**



## ● Complete a MnChoices assessment.

The process begins with an in-person visit from an assessor who learns about your needs, goals, and preferences; this information determines your eligibility and authorized amount of support.



## ● Connect with a social worker.

After you are authorized to receive services, a social worker will use your input to create a Coordinated Services and Supports Plan (CSSP). This document is a summary of how you would like to receive support.



## ● Choose a provider.

The social worker may share a list of providers that you can use to process services. Lifeworks is a licensed provider of Night Supervision.



## ● Find your support professional.

You may already have someone in mind to provide assistance; if not, you can search for support professionals by visiting the website: [directsupportconnect.com](https://directsupportconnect.com)



## ● Meet with your provider.

Now that you are authorized for services and have determined your needs, it’s time to meet with your provider. They will share information about how the program works and together, you will create a strategy for providing services to meet your goals.



## ● Your support professional completes requirements.

Before a person can begin working with you, they must fill out employment paperwork, including being fingerprinted, passing a background check, and successfully completing a competency training.



## ● You manage the work.

As soon as the requirements are completed, contact your support professional to begin work. You will be in charge of managing their schedule and your authorized hours of service. Lifeworks ensures that the work has been performed and processes employee payroll.



## ● Lifeworks will check in with you.

Within 60 days, we will reach out to you and make sure the plan is going well, noting any needed changes.



## ● You’re set.

Lifeworks will continue to be a resource for you and check in to make sure everything is on track.