

PATHWAYS ABILITIES SOCIETY

PROCEDURE: SEIZURES

Applies to: All Personnel, Persons Served, Families, Advocates and Caregivers

Original Effective Date: September 19, 2025

Effective Date: September 14, 2014

Replaces Procedure Dated: December 21, 2012

1. Pathways Abilities Society's application and annual Individual Service Plan (ISP) process identifies if a person requires a seizure protocol.
2. Individuals beginning service provide the immediate supervisor with their seizure protocol.
3. The area supervisor reviews the protocol with all staff and ensures they have a comprehensive understanding of what to do when the person seizes.
4. The supervisor ensures seizures are being tracked as outlined in their protocol.
5. The supervisor files the protocol in the appropriate section of the person's binders and uploads a copy to the person's ShareVision site.
6. Staff report seizures as outlined on the person's protocol form.
7. The supervisor reports increased seizure activity to the appropriate person.
8. The person and/or their family or caregiver are required to have the protocol updated if there are changes or if it has expired and must provide Pathways Abilities Society with a copy.
9. At the person's annual ISP protocols are reviewed.
10. The supervisor ensures the protocol is current, maintained in the appropriate section of the binder, on their ShareVision site and is being applied.