

Capricorn Citizen Advocacy

DECISION MAKING AND CHOICE POLICY

Policy number:	4.4.0	Approved by Management Committee:	27 th March 2024
Version:	4.0	Signed off by Executive:	27 th March 2024
Responsible person:	Coordinator	Scheduled Review Date:	27 th March 2027

Purpose

The lives of many people with disability have been largely controlled by others. They have been given limited or no choice and opportunity to make their own decisions. Citizen Advocacy aims to open the lives of people with disability to choices and to encourage and help them to make decisions with the help of their Citizen Advocates.

Policy

- 1 Capricorn Citizen Advocacy (CCA) welcomes Protégés and Citizen Advocates having a say in its management, and endeavours to include Protégés and Citizen Advocates on its Management Committee and on its sub-committees. This participation can enable Protégés to be actively involved with planning, management and evaluation of the program. When a Protégé's disability restricts this participation, members of the Management Committee or sub-committees will help and the assistance of an informal decision supporter for the Protégé will be welcomed. Should it be necessary, the help of an interpreter may be sought.

CCA recognises that the Protégé/advocacy relationship is paramount. Neither Protégés nor Citizen Advocates need to feel an obligation to take part in the management of the association.

- 2 The Annual General Meeting of CCA shall give all members the opportunity to elect the Management Committee which shall be representative of people with disability, Citizen Advocates and members of the community.
- 3 Recruiting of Protégés and Citizen Advocates, their orientation, their matching and the support given by CCA, will give Citizen Advocates, and through them their Protégés, resources and opportunities about empowering Protégés to make decisions.

Advocate orientation will provide prospective Citizen Advocates with the means to support their Protégé to improve their capacity to make sound decisions, and to better understand the role of any formally appointed decision makers.

- 4 In the development of a match, the prospective Protégé will be consulted - by whatever means of communication necessary - to determine the Protégé's needs and roles which he or she wishes the Citizen Advocate to fulfil. The Protégé must be given the opportunity to accept or

to reject a particular Citizen Advocate, and their decision shall be respected. Should a Protégé choose to later reject their Citizen Advocate after the advocacy relationship has been well established, that relationship will be discontinued if remedial support by the Coordinator is not successful. An analysis of that match discontinuation will determine whether a new Citizen Advocacy match will be sought for the Protégé.

- 5 CCA staff will regularly contact Citizen Advocates and Protégés. Citizen Advocates will be encouraged to discuss their strategies for future advocacy efforts on their behalf with their Protégés.
- 6 Regular evaluation of the activities of CCA will be made by an external evaluation team using the standard described in [Standards for Citizen Advocacy Program Evaluation \(CAPE\) – O'Brien and Wolfensberger](#).

CAPE standards allow an evaluation of the extent to which people with disability are represented on the Management Committee of CCA. This is one measure of the opportunities given to Protégés to make choices and decisions.

Protégés and Citizen Advocates will have the opportunity to meet the evaluation team and to give their opinions, and to make suggestions to improve the service that CCA provides.

- 7 Whenever CCA convenes its Policies and Procedures sub-committee, Citizen Advocates, and through them, Protégés, will be invited to participate on this sub-committee so they can give their input into the review of existing policy documents and the creation of new policy responses to be adopted by CCA.

Related Documents

[Policy 1.0.0 Vision, Mission, Principles and Values](#)

References

[Citizen Advocacy Program Evaluation \(CAPE\) Reviews](#)

Ratification

This policy was adopted by Capricorn Citizen Advocacy's Management Committee at its meeting held on 27 / 03 / 2024.



SIGNED:
President

27 / 03 / 2024
(Date)



SIGNED:
Secretary

27 / 03 / 2024
(Date)