

Overview of Supported Employment Services in Kentucky

For agencies interested in learning about becoming a provider of Supported Employment services

What is Supported Employment?

Supported employment is designed to promote personalized employment opportunities for people with disabilities when they need support to:

- Discover personal interests and contributions
- Find or negotiate a job that fits things they like to do and do well
- Become established as valued employees
- Pursue job advancements

Why Supported Employment?

- Regardless of the severity of disability, any person who desires to work can work. The job seeker is limited only by his or her community's level of knowledge or resources, not by the disability itself.
- Supported Employment allows people, often viewed “unable to work,” the opportunity to join the local workforce and contribute their skills and talents.
- Supported Employment provides the support needed to figure out what a good job looks like, secure employment, learn the job and become connected with co-workers, and provide long term supports while in that job and/or in the case of pursuing advancements or a new position.

How does Supported Employment work?

The Kentucky Office of Vocational Rehabilitation pays agencies for the service of Supported Employment.

- In order to receive payment from OVR for this service, an agency must become a vendor of OVR. The application can be found at:

<http://www.ovr.ky.gov/programservices/se/>

Payments are made on a “milestone” basis for the following services:

- Person Centered Job Selection, \$750
- Job Development, \$900
- Supported Employment Outcome, \$4200

Once OVR payments are exhausted you need to have another reliable funding source(s) to provide Long Term Supports.

Person Centered Job Selection (PCJS)

This is time dedicated to getting to know the job seeker. If you already serve the person in a day program or other service, it is a chance to spend time in other settings, getting to know him/her in other ways.

PCJS provides:

- A respectful way to get to know people who are seeking jobs; a way to break past preconceived notions about what a person can and cannot do; and a way to discover new and positive job possibilities with the person;
- A thoughtful framework for planning job development and job negotiation – a means for service providers to “get ready” for job development;
- A way to be thoughtful about the nature of an ideal job for an individual – as opposed to “placing” him or her into a readily available job, guessing whether or not it will work out.

PCJS continued

- PCJS is not time to go out and collect job applications. Rather this is your chance to really get to know the job seeker and figure out what a good job would be.
- Time may be spent with the job seeker in different places, doing different activities; talking to others who know the job seeker well; reviewing records.
- This phase ends with the submission of a Person Centered Employment Plan (PCEP.) Your invoice for \$750 is submitted with the PCEP.

Job Development

All Job Development activities should be based upon what was learned about the job seeker during PCJS.

Job Development activities include things such as:

- Job Shadowing/touring a company
- Talking to employers about the job seeker
- Pursuing needed assistive technology
- Practicing interviewing skills
- Developing a resume
- Conducting a Job Analysis – getting to know the potential job site/culture of the company – to be sure it's a good match

This is when you seek and secure employment for the job seeker. It also includes preparing the individual for the application process/interview.

Job Development continued

The jobs you are seeking with and /or for the job seeker need to be in line with the employment goals set during PCJS and in the Person Centered Employment Plan.

This phase ends when the job seeker obtains employment. You submit your \$900 invoice when you inform the OVR Counselor of the specifics of the job.

Supported Employment Outcome

You may submit your invoice for the \$4200 Outcome fee after the employee reaches 60 days of stable employment.

During this time, you need to ensure that the employee is learning the job, identifying and connecting with natural supports, and becoming comfortable in the workplace.

Funding Source

- Once you have billed the \$4200 Outcome fee from OVR, you have “exhausted OVR funding” for that individual in Supported Employment.
- Long Term Supports are paid via different sources depending upon the individual and the agency.
- SCL may be used to bill for Long Term Supports, after the outcome fee is paid.

Long Term Supports

Providers of Supported Employment are responsible for providing Long Term Supports to supported employees.

This DOES NOT mean that you are required to remain with the supported employee at the job site. Rather, that you are available if and when needed for support or assistance with job changes/job advancements.

You are expected to check in with the supported employee and employer (if they know you are working with the employee) on a regular basis.

Supported Employment

- The eligibility process for Supported Employment Services will be determined by the OVR Counselor. This services is intended for people with significant disabilities.
- Supported Employment has shown, time and again, that people with significant disabilities can be successful in good jobs.
- Often times, it just takes the right job in order for someone to be successful. This is why PCJS is so critical to supported employment. Without really knowing and understanding someone, it is difficult to find a good job at which one can be successful and motivated to go do.

Agency Requirements

- All vendors of Supported Employment with OVR must attend the Supported Employment Core Training Series offered through the Kentucky Supported Employment Training Project at the University of Kentucky – Human Development Institute. This includes all staff providing SE services.
- www.ihdi.uky.edu/setp

Resources

- KY OVR - Supported Employment Branch
<http://www.ovr.ky.gov/programservices/se/>
- Kentucky Supported Employment Training Project
www.ihdi.uky.edu/setp
- APSE: The Network on Employment
www.apse.org
- Kentucky APSE
www.kyapse.org