Supported Employment Funding – OVR to Waiver

When Does This Happen and For Whom?

- After you have billed the final OVR hourly rate, you can switch to waiver or State General Funds (SGF). This happens for:
    - Supported employees under age 25: after the final Extended Services rate is paid and the OVR case is closed.
    - Supported employees under age 25: once the Employment Stability Assessment Form is approved.

To Bill Long-Term Supports:

- Submit the [Employment Services Prior Authorization Criteria](#) form
- You can bill up to 24 units per month.
- If you need more than 24 units per month:
    - The Extended Service Plan, waiver regulations call this the [Long-Term Support Plan](#), must provide full justification for the additional units as well as a fading plan that includes a reasonable plan to return to 24 units or less per month.
    - With units exceeding 24 per month, the plan duration of the prior authorization must not exceed six months or the end of the person's plan year, whichever comes first.
- No proof of outcome payment is necessary to bill Long-Term Supports.
- The Authorization of Long-Term Supports is valid for the job listed on the Long-Term Support Plan. If the individual changes jobs, complete a [Coordination of Funding for Supported Employment and/or Supported Education Services](#) form and follow the guidance given to change the Prior Authorization (PA).

To Bill Any Other Supported Employment Services:

This includes Person-Centered Job Selection (PCJS), Job Development, Job Acquisition with Support & Stabilization in Supports for Community Living (SCL), or equivalent Supported Employment services in other waivers.

- You will need to complete the [Coordination of Funding for Supported Employment and/or Supported Education Services](#) form.
    - Email this form (as an editable document) to DDID.SupportedEmployment@ky.gov
    - If you do not want to email an editable document, upload it in MWMA and email DDID.SupportedEmployment@ky.gov. Please let them know the case number and that it has been uploaded.
    - You will receive a response and be advised to contact OVR to reapply for services or to complete the [Employment Services Prior Authorization Criteria](#) form to request payment via Medicaid waiver.

- If denied or an LOI is received, you may reach out to DDID.SupportedEmployment@ky.gov with questions or concerns.

Total Units Available in Supports for Community Living (SCL):

- Person-Centered Job Selection (PCJS):
    - New Person-Centered Employment Plan (PCEP) – up to 120 units over not more than 4 months or the end of the person's plan year, whichever comes first. Remaining units may be requested with the person's new plan.
    - Revised Person-Centered Employment Plan - up to 60 units over not more than 2 months or the end of the person's plan year, whichever comes first. Remaining units may be requested with the person's new plan.
- Job Development:
    - Up to 90 units over not more than two months or the end of the person's plan year, whichever comes first. Remaining units may be requested with the person's new plan.
- Job Acquisition with Support & Stabilization:
    - Up to 800 units over the period necessary for the person to reach proficiency in their job or the end of the person's plan year, whichever comes first. Remaining units may be requested with the person's new plan.

Where Can I Find More Information?

You can find documentation of waiver Supported Employment activity forms on the Supports for Community Living Waiver Branch website. They are required for SCL but may also be used for other waivers to ensure all relevant information is captured.

Questions?

If you have questions about the provision of SE, please contact the SE Training Project Director, Katie Wolf Whaley, at kwolf@uky.edu or 859-218-5960. This information is shared as a courtesy by the Kentucky SE Training Project. Please direct all specific waiver-related supported employment services questions to DDID.SupportedEmployment@ky.gov. Please note that the process is subject to change.