3.14 Supported Employment – Intellectual and/or Developmental Disability (I/DD)/DD
Technical Assistance Guide (TAG) -- Final Draft Revision 2/11/15

Supported Employment is a strategy where agencies collaborate to provide employment services for participants with the most significant disabilities.

Collaboration includes participation in meetings where client eligibility and planning takes place. Key meetings to invite Brokerage or CDDP staff include:

- The first meeting with the VR Counselor where the applicant’s eligibility, strengths, interests, and accommodation needs are discussed. The referring staff from these DD agencies are the most likely to know all the information needed and their history with the applicant adds a wealth of information that can dramatically shorten the eligibility AND planning timelines as well as support and assistance to the applicant.
- At least one planning meeting where services, timelines and expectations are discussed and job stability is defined for the participant.

The Office of Developmental Disability Services (ODDS) applied for employment specific waiver funding in 2014. Individuals with I/DD, who are eligible for DD waiver funding, are eligible for waiver-funded short term pre-employment services and long term job coaching.

Pre-employment services like Career Development Plan, Person Centered Planning, Employment Path, and Discovery are important tools in assisting participants to identify employment goals and needed supports.

The Office of Developmental Disabilities Services (ODDS) expects that at referral to VR each applicant will have a Career Development Plan (as a part of their ISP) and may have a Discovery Profile or have participated in other pre-employment services. Supported employment is collaborative; when applicants come without needed pre-employment services, the Counselor may ask the
applicant’s PA or SC to approve DD funded employment service(s) after they have applied for VR services.

Definitions from ODDS Final Employment Rule (411-345; revised 12/28/14).

- **Career Development Plan**-- means the part of an ISP that identifies:
  (a) The employment goals and objectives for an individual; (b) The services and supports needed to achieve those goals; (c) The people, agencies, and providers assigned to assist the individual to attain those goals; (d) The obstacles to the individual working in an individualized job in an integrated employment setting; and (e) The services and supports necessary to overcome those obstacles.

- **Discovery** - a comprehensive and person-centered employment planning support service to better inform an individual seeking an individualized job in a Competitive Integrated Employment setting and create a Discovery Profile. It includes a series of work or volunteer related activities to inform the individual and the Job Developer about the individual’s strengths, interests, abilities, skills, experiences, and support needs, as well as to identify the conditions or employment settings in which the individual will be successful. It is also an opportunity for the individual to begin active pursuit of competitive integrated employment. [DHS, Developmental Disabilities Oregon Administrative rules 411-345-20(17)].

- **Employment Path Services** -- means services to provide learning and work experiences, including volunteer opportunities, for an individual to develop general, non-job-task-specific strengths, and skills that contribute to employability in competitive integrated employment settings.

- **ISP** -- means "Individual Support Plan an ISP includes the written details of the supports, activities, and resources required for an individual to achieve and maintain personal goals and health and safety. The ISP is developed at least annually to reflect decisions and agreements made during a person-centered process of planning and information gathering. The ISP reflects services and supports that are important for the individual to meet the needs of the individual identified through a functional needs assessment as
well as the preferences of the individual for service providers, delivery, and frequency of services and supports. The ISP is the plan of care for Medicaid purposes and reflects whether services are provided through a waiver, the Community First Choice state plan, natural supports, or alternative resources. The ISP includes the Career Development Plan.

- **Person-Centered Planning** --
  Means a timely and formal or informal process driven by an individual, includes people chosen by the individual, ensures the individual directs the process to the maximum extent possible, the individual is enabled to make informed choices and decisions. Person-centered planning includes gathering and organizing information to reflect what is important to and for the individual and to help: Determine and describe choices about personal goals, activities, services, service providers, service settings, and lifestyle preferences; Design strategies and networks of support to achieve goals and a preferred lifestyle using individual strengths, relationships, and resources; and Identify, use, and strengthen naturally occurring opportunities for support at home and in the community. The methods for gathering information vary, but all are consistent with the cultural considerations, needs, and preferences of the individual.