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Frequently Asked Questions from Vocation Rehabilitation (VR)/Office of Developmental Disabilities Services (ODDS) March 9, 2017 Stakeholder/Staff Call

Question: When is the new rate system going to be implemented for a community path one-to-one rate?

Answer: Currently, those rates are developed but do not have an implementation date because of the cost. ODDS requested legislative funding for this through a Policy Option Package, but it was not approved by the legislature. ODDS is still looking at alternative funding abilities, but at this time do not have an implementation date.

Question: Can you please address “initial job coaching” in the transition of services to extended services after stabilization? How much initial job coaching can be funded through ODDS?

Answer: Initial job coaching can last a total of six months, including any time provided by VR. In other words, up to six months minus the amount of time the person used VR-funded job coaching. This is in the original policy and is not a change since the rates were implemented in September 2014. PT-14-023. This is also outlined in the [current expenditure guidelines](#), the [online training](#), as in the [current policy](#).

Ongoing can last up to an additional 18 months. If additional job coaching is required beyond the 18 months of ongoing job coaching, then maintenance job coaching may be requested for ODDS review and approval on an annual basis. As outlined under the Workers Guide regarding “[Job Coaching Requirements](#),” minimum contact requirements must be met for the level of job coaching authorized. The ISP/CDP and the person’s support needs will, in most cases, require more than the minimum contacts outlined by ODDS.

If minimum contact requirements are not met, then the level of Job Coaching that most appropriately matches the individual’s support needs should be authorized. For instance, if the individual requires only two face-to-face contacts per month, rather than four, ongoing would be more appropriate than initial, so ongoing may

be authorized. If the individual requires contact, but not monthly, the Maintenance Job Coaching rate may be requested from ODDS.

Question: Are Small Group placements being phased out like employment path facility? I know the ideal is job coaching services in competitive integrated jobs but if someone isn't ready for that, they are not in danger of losing their Small Group funding, correct? They can continue this service to gain skills and confidence for the future opportunities of Individual Competitive jobs?

Answer: Supported Small Group must be paid at minimum wage or higher and must be in a community setting. This makes it Supported Employment. At this time, Supported Employment (both small group and individual) are not being phased out. The goal for all ODDS employment services is individual, competitive integrated employment, but Small Group Supported Employment is still funded. Annual career planning needs to include an opportunity to discuss the person's goals related to working in competitive integrated employment and how he/she intends to use the service to get there.

Question: If an individual is placed and does not use any VR-funded job coaching but starts to receive ODDS long-term job coaching through the county, does the six-month period start at the placement date or the date they transferred to the county?

Answer: It starts when the person starts to use job coaching.

Question: For job coaching, eXPRS allows only the number of hours the individual was on the clock as the number of face time hours entered, you cannot enter more, why?

Answer: There should be a separate box where you can enter direct contact time separate from clock-in and clock-out hours.

Question: Where can the form to request job coaching for someone who did not use VR to find their job be found?

Answer: Under Tools on the ODDS SC/PA tools page at:
<http://www.oregon.gov/DHS/SENIORS-DISABILITIES/DD/Pages/SC-PA-Employment-Resources.aspx>

Question: If an individual is currently accessing ongoing job coaching services and the job is on call and/or seasonal, can the individual participate in another job and receive ongoing job coaching services without going through VR?

Answer: Yes, a second job would be treated just like any other job in terms of the process of going through VR.

Question: What should an agency do when VR closes a file before a person is into long-term supports? Is ODDS able to backdate a long-term support contract to cover the time it takes to get them into long-term supports?

Answer: ODDS does not have a retroactive mechanism for funding; it should be pre-authorized in Plan of Care. This would only occur as an exception. If there is an exceptional circumstance, please email ODDS and ask.

Question: I was wondering where the Job Coaching exceptions request is sent to once it is completed? It does not say where it should be sent on the form. Also it doesn't say whether or not any supporting materials (PCI, ISP, etc.) should be attached to it or not.

Answer: The form should be emailed to: maintenance.jobcoachingrequest@state.or.us. Additional information can be found in the [Stabilization Worker Guide](#) found on the ODDS webpage for SC/PA Employment Resources.

For more information on ODDS stabilization and competitive integrated employment requirements, see the transmittal:

<http://www.dhs.state.or.us/policy/spd/transmit/im/2017/im17021.pdf> and worker guides: <http://www.oregon.gov/DHS/SENIORS-DISABILITIES/DD/Documents/Worker-Guide-Employment-Stabilization.pdf>

<http://www.oregon.gov/DHS/SENIORS-DISABILITIES/DD/Documents/Worker-Guide-Competitive-Integrated-Employment-Requirements.pdf>