

Brian H
CASE NOTE VENDOR SELECTION October 15. 2015
(Placed in VR and Brokerage File)

Date: 10/15/2015

Attending: Brian, Tom (his dad), Brokerage Personal Agent, VR Counselor (Tracy)

Criteria important to Tom and Team in selection of SE vendor(s)

- Brian and Dad get to interview possible vendors.
Male job coach
- Good communication skills will involve and report to Brian, family and the team
- Vendor with experience and understanding of supported employment –good record finding jobs
- Vendor have experience with job carving and involving businesses in creating innovative job supports
- Agency/Individual capable of doing both job development and training within costs acceptable for long term support too.

Recommended Vendors

- Jobs Are Us
- True Believers Inc.
- Margaret Mahoney

Requested Vendor Activities

- Visit Brian on Sunday when she is providing volunteer day care at church to see what works and doesn't work
- Review and use Discovery Profile information as guide
- Involve Brian in job development process
- Provide regular reports identifying process and results of potential employers and job site analysis during job development

Next Steps: Dates _____

- Brian and designated team members will select questions, interview vendors, and identify one that appears to be the best match
- Write IPE

Informed Decision Vendor Selection

- Vendor Chosen _____ Date _____
- Reason for Selection _____
- How decision was communicated _____