

**Developmental Disabilities Services**

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**Topic:** Developmental Disabilities

Update to Worker Guides:

--Career Development Planning: Who is Required to Have a Career Development Plan or Decision Not to Explore Employment

--Career Development Planning & Decision Not to Explore Employment

**Subject:** Implementation Guide

**Applies to (check all that apply):**

- |  |  |
|--|--|
| <input type="checkbox"/> All DHS employees                     | <input type="checkbox"/> County Mental Health Directors                  |
| <input type="checkbox"/> Area Agencies on Aging                | <input checked="" type="checkbox"/> Health Services                      |
| <input type="checkbox"/> Aging and People with Disabilities    | <input checked="" type="checkbox"/> Office of Developmental              |
| <input type="checkbox"/> Self Sufficiency Programs             | Disabilities Services(ODDS)  |
| <input checked="" type="checkbox"/> County DD Program Managers | <input checked="" type="checkbox"/> ODDS Children's Intensive            |
| <input type="checkbox"/> ODDS Children's                       | In Home Services   |
| <input type="checkbox"/> Residential Services                  | <input checked="" type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> Child Welfare Programs                | <input type="checkbox"/> Other (please specify): Brokerages              |

**Message:** These two Worker Guides have been updated. The revision date is July 1, 2016. The updates to the two Worker Guides include:

1. Policy regarding that the standard for employment planning is working 20 hours a week.
2. Clarification on the Decision Not to Explore Employment (DNE), including how the ISP Attachment may be used in the creation of a DNE.

Both guides are under "Employment Tools" on the Staff Tools pages for the [Counties](#) or [Brokerages](#)

*If you have any questions about this information, contact:*

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