

# Information Memorandum Transmittal Developmental Disabilities Services



Lilia Teninty

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**Number: APD-IM-19-089**

**Issue date: 11/6/2019**

**Topic:** Developmental Disabilities

**Due date:** 11/6/2019

**Subject:** Revised ODDS guidance related to planning for employment services to maximize work hours

**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: {Select type}          | <input type="checkbox"/> Health Services  |
| <input type="checkbox"/> Aging and People with Disabilities             | <input checked="" type="checkbox"/> Office of Developmental Disabilities Services (ODDS)  |
| <input type="checkbox"/> Self Sufficiency Programs                      | <input type="checkbox"/> ODDS Children's Intensive In Home Services   |
| <input checked="" type="checkbox"/> County DD program managers          | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)   |
| <input checked="" type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other ( <i>please specify</i> ): Vocational Rehabilitation Services, Employment Service Providers |
| <input type="checkbox"/> ODDS Children's Residential Services           |   |
| <input type="checkbox"/> Child Welfare Programs                         |   |

**Message:** ODDS and Vocational Rehabilitation (VR) have guidance related to planning for employment services to maximize work hours and the standard of working at least 20 hours a week (consistent with the person's preferences and interests).

The revised ODDS worker's guide can now be found on the ODDS I/DD employment policy website and the staff tools page.

**2020 Employment First Q&A call schedule:**

- **January 14, 2020, from 1:30-2:30 p.m.**  
EF Conference line: 877-411-9748; Access Code: 5268628#
- **April 7, 2020, from 1:30-2:30 p.m.**  
EF Conference line: 877-411-9748; Access Code: 5268628#
- **July 14, 2020, from 1:30-2:30 p.m.**  
EF Conference line: 877-411-9748; Access Code: 5268628#
- **October 13, 2020, from 1:30-2:30 p.m.**  
EF Conference line: 877-411-9748; Access Code: 5268628#

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

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