

INCLUSIVE _____
Career Advancement

PROGRAM

Frequently Asked Questions

Disclaimer

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FAQS

- What is ICAP?
- What's a Career Pathway and how does it relate to ICAP?
- Who can be an ICAP participant?
- Who might not be a good fit for ICAP?
- What does a Career Coach do?
- What does a VRC do to support students?
- How do I assist a participant interested in ICAP?
- What's the referral process?
- How can I make ensure ICAP is accessible to everyone?

What is ICAP?

- The Inclusive Career Advancement Program (ICAP) is a Vocational Rehabilitation pilot project designed to help people with disabilities train and gain employment in a marketable career path.
- After a participant becomes eligible for VR services, they may be referred for a college training program that meets their interests and abilities.
- Career Coaches embedded at Community College campuses work with VR and the student to manage disability and academic support needs as they navigate toward a career — not just a job.
- The ICAP introductory training can be found on the [ICAP website](#)

What is a Career Pathway and how does it relate to ICAP?

- Pathways are short-term education and training programs (usually less than a year) in high-demand occupations.
- These training programs have been operating for decades within Oregon's community colleges in areas such as office administration, drug and alcohol counseling, welding or culinary arts.
- Students enrolled in ICAP pursue a Career Pathway at a participating community college.
- In order to be certified, Pathways are required to have a relationship with employers who hire from that specific career pathway.
- [Video explainer from Lane Community College](#)

Example Career Pathways



Addiction Counseling

Investigate patterns of drug and alcohol abuse and recovery

+ 1 degree or certificate



Apprenticeship and Trades

Participate in an employer-sponsored training program

+ 2 degrees and certificates



ASL/English Interpreting

Take formal training to become a sign language interpreter

+ 1 degree or certificate



Auto Collision Repair

Restore damaged vehicles with painting and structural repair

+ 2 degrees and certificates



What is a Career Pathway and how does it relate to ICAP?

Career Pathways programs around the state differ greatly in structure and design depending on region, local labor market and business need. Examples:

- Farm and Ranch Management
- First-line Supervisors
- Computer Support Technicians
- Wildland Firefighter
- Irrigation Technology
- Maintenance Technician Training

Who can be an ICAP participant?

ICAP participants must meet all of the following criteria:

- Student is an eligible VR client.
- Student is pursuing a short-term training program that leads to employment at a participating community college. Programs must be two years or less.
 - Associates of Applied Science Degrees may be appropriate for ICAP participation if the student is planning to attend full time, and exit with the AAS degree into a job that requires it.
- Student is on track to complete their training program and enter employment into the field consistent with their career goal.

Who might not be a good fit for ICAP?

- **Course of study is too long.** ICAP is for programs that can be completed in 2 years or less. For example, VR's supporting someone who is wanting to get a transfer degree to a 4-year institution is not an appropriate ICAP participant as they would not be leaving the school for employment, but rather to continue their post-secondary education.
- **Student needs additional supports before beginning college coursework.** If the student needs to improve their basic academic skills (such as complete their GED or other ESL coursework etc.) they are not yet prepared to enroll in ICAP.

What does an ICAP Career Coach do?

Career Coaches can help in the following areas:

- Navigate accessibility resources
- Financial aid services
- Identity-based organizational support (such as multicultural centers or Queer student union)
- Referrals to tutoring services
- Social and emotional support, check ins, guidance as well as exchanging appropriate updates with the VR Counselor
- Help students access support with food insecurity, transportation, childcare resources, housing, or health and safety needs
- Provide job search assistance

What does a VRC do to support ICAP students?

- The VR Counselor completes a Comprehensive Vocational Assessment with the student to determine if the interested participant is ICAP appropriate and has the capabilities and necessary supports in place to be successful.
- A Counselor will also ensure study materials are in place where financial need may arise
- Counselors check in regularly with ICAP students and Coaches to ensure appropriate progress and job assistance

How do I assist a student who is interested in ICAP?

- If you believe you're working with a student who may be a fit for ICAP, loop in the VRC for a team meeting to learn more about the referral process.
- Career exploration activities can include a campus tour, informational interview with instructors or previous graduates, or visiting an employment site that hires those graduates

What is the referral process?

- 1. Confirm eligibility with student's VRC.** Ask if the student has been made formally eligible for services.
- 2. Team meeting.** VRC, Coach and participant's team meet with the individual and decide together on an appropriate vocational goal, the necessary supports and accommodations to be successful in training and employment. This is followed by the client's entering Plan status with VR.

How can I ensure ICAP is accessible to everyone?

- ICAP's goal is to support at least 45% students that identify as Black, people of color, or indigenous individuals
- To help spread the word, we're going to showcase success stories to generate further excitement about ICAP
- You can help us by sharing your knowledge about needs in your community. If you have ideas, success stories or would like to be a part of strategic solutions-building, please reach out to us at ICAP@odhsoha.oregon.gov

Main takeaways:

- Clients must be eligible for VR services to be part of ICAP
- All VR service-related costs must be pre-approved and pre-authorized by the VRC. This includes ICAP training
- Resources including recorded trainings, Career Coach contact list and tools are available on the [ICAP website](#)

Questions



ICAP Contacts

If you have questions or would like additional information, contact:

ICAP direct email, ICAP@dhsoha.state.or.us