

**Nebraska VR Customized and Supported Employment Milestone Payment Schedule
For Acquired Brain Injury and Autism Programs**

Milestone	Description/Activities	Payment	Date Examples
Discovery	Provider completes VR Profile for Supported or Customized Employment document, including all previous and most recent discovery activities. Referral is made to VR, who facilitates meeting with Client and family/guardian, DD Service Coordination, and Provider. Discovery may include (but is not limited to) interviews with Client and others including family members, school staff, case manager and/or Service Coordinator or people who know client well, review of existing records, observation in home and in the community (activities in various settings), observation of participation in a familiar activity (does well, knows how), observation of participation in a new activity of choice, etc. Client identifies interests, talents and work preferences. Team determines services and supports necessary for client's employment success.	\$500.00	Start Date: Date authorization began; End date: Date activity was completed
		Note: This Assessment Support is only authorized if little or no previous Discovery activities have been completed or if available information is dated. Examples include home-schooled students, non-Nebraska graduates, individuals who have been on wait list for an extended time, or when competitive, integrated employment is questioned at the present time.	
1. Referral/ Initiate SE Services	VR staff develops IPE and refers client to SE Program, providing all pertinent and re-releasable records with referral. SE program staff completes program intake, notifies VR SE liaison of client's acceptance to program, submits Job Search Agreement with invoice for Milestone 1. VR QE2: VR Services	\$1,000 payment upon invoice for Milestone 1 along with Initiate Job Search Services form	Start Date and End Dates: Date of referral to SE provider
2. Job Search and Placement	SE Provider implements Job Search Agreement activities, develops resume, assists with applications matching client to job(s) consistent with IPE goal, contacts employer, places client on job, teaches job seeking skills and provides employer education as needed. SE Provider meets with VR liaison monthly to review progress, submits reports every 30 days during job search period on standardized form, and ensures that VR has been notified of the start job date and employment details <u>prior to employment start date</u> . The SE Provider submits Supported Employment Placement Report-- Milestone 2 form-- with invoice for payment. VR QE2: VR Services	\$2,000 Payment upon invoice for Milestone 2 along with Job Placement Report	Start Date: day after date of initiate services. End Date: day client starts job
3. Job Coaching and Stabilization	SE Provider and client jointly develop job-specific strategies and accommodations. Provider initiates on- and off-site job coaching and supports to stabilize client on the job and maintains regular contact with employer. Stabilization occurs no sooner than 30 Days Post Job Start when employer agrees that the client is meeting work standards for a new employee, client agrees the job is a good match, and VR, guardian, as applicable, and SE Provider agree that stabilization has occurred. This team agreement on stabilization will trigger authorization of Milestone 4. SE Provider completes and submits Job Stabilization Report with invoice for Milestone 3. VR QE2: Employment Follow-up	\$1,500 Payment upon invoice for Milestone 3 along with Job Stabilization Report	Start Date: day client starts job End date: day client stabilizes (minimum 30 days)
4. VR Closure & Long-Term Support	SE Provider maintains contact with client and employer, building natural supports for job retention. Team meeting is held no sooner than 60 days to agree on successful employment outcome and plan for long-term support needs. SE Provider submits VR Closure & Long-Term Support with invoice for Milestone 4. VR QE2: Employment Follow-up	\$1,500 Payment upon invoice for Milestone 4 along with Extended Supports Plan	Start Date: day after client stabilizes End Date: date client achieves successful outcome (minimum 60 days)
5. Milestone 5A & 5B 5A-6 months 5B-12 months	SE Provider implements the extended supports plan including regular contact with Employer and Client. Six months from successful outcome date, SE Provider submits Report with invoice for Milestone 5A payment to VR; 12 months from successful outcome date SE Provider submits Report 5B with invoice for Milestone 5B. VRQE2: Post-Employment	\$500 Payment upon invoice for Milestone 5A & \$500 payment upon invoice for Milestone 5B.	5A Start/End Date: 6 months from VR successful outcome date; 5B Start/End Date: 12 months from successful VR outcome date.
TOTAL PAYMENT		\$7,000	