

**CUSTOMIZED EMPLOYMENT (CE) FOR PEOPLE WITH INTELLECTUAL/DEVELOPMENTAL DISABILITIES (I/DD)**

Milestone	Description/Activities	Payment	Date Examples
<b>Discovery</b>	<p>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.</p> <p><b>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.</b></p>	\$500.00	Start Date: Date authorization began; End date: Date activity was completed
<b>Milestone 1: Initiate Services</b>	<p>VR develops Individualized Plan for Employment (IPE) in collaboration with client, guardian (as applicable), DD Service Coordination, and Customized Employment (CE) Provider representative(s), after reviewing VR Profile for Supported or Customized Employment. VR authorizes milestone 1 and milestone 2 on separate authorizations. <b>CE Provider submits a copy of the Initiate Job Search Services Milestone form and invoice to VR.</b> <b>VR QE2: VR Services</b></p>	\$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
<b>Milestone 2: Customized Employment Development &amp; Placement</b>	<p>CE Provider uses Discovery information to generate a list of vocational themes to drive job development. Employment proposals are negotiated by provider with the potential employer. CE provider customizes a job description, work schedule, worksite location, and specifics of supervision (including performance evaluation and review) based on an individualized determination of the client's strengths, needs, and interests that is designed to meet both the individual's abilities <b>AND</b> the business needs of employer. CE Provider meets with VR liaison monthly to review job search progress, submits written reports every 30 days during the 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> <b>CE Provider submits Job Placement Report with invoice for Milestone 2.</b> <b>VR QE2: VR Services</b></p>	\$2,500 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
<b>Milestone 3: Job Coaching &amp; Stabilization</b>	<p>CE Provider and client jointly develop job specific strategies and accommodations. Initiate on and off-site job coaching to assist client to learn job duties, work culture, work expectations and behaviors. Plan to reduce/fade interventions is devised as accommodations and natural supports are developed and in place. <b>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 and CE Provider agree that stabilization has occurred.</b> This team agreement on stabilization will trigger authorization of Milestone 4. <b>CE Provider submits VR Milestone 3 Job Stabilization Report and invoice for payment.</b> <b>VR QE2: Employment Follow-up</b></p>	\$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)
<b>Milestone 4: VR Closure and Extended Supports</b>	<p>CE Provider implements the plan for fading supports, develops and monitors natural supports. Maintains regular contact with the Employer and client. Implements plan for Extended Supports and Job Maintenance. A team meeting is held no sooner than 60 days from date of Stabilization to agree on a VR successful outcome and the Plan for Extended Supports. The client must agree that the job is a good match and the Employer must agree that the client's performance is meeting standards. <b>CE Provider submits VR Milestone 4 Closure / SE Job Retention Plan form along with an invoice for Milestone 4 to VR.</b> <b>VR QE2: Employment Follow-up</b></p>	\$2,000 Payment upon invoice for Milestone 4 along with Extended Supports Plan (Milestone 4 form)	Start Date: day after client stabilizes End Date: date client achieves successful outcome (minimum 60 days)
<b>Milestone 5A &amp; 5B: SE Report 5A-6 months 5B-12 months</b>	<p>CE Provider implements the extended supports plan including regular contact with Employer and client. <b>Six months from successful outcome date, CE Provider submits Report with invoice for Milestone 5A payment to VR; 12 months from successful outcome date CE Provider submits Report with invoice for Milestone 5B payment to VR.</b> <b>VR QE2: Post-Employment</b></p>	\$500 Payment upon invoice for Milestone 5A and \$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.
<b>TOTAL PAYMENT</b>		<b>\$8,000</b>	