IPE Guide

Federal and State Requirement: Individual Plan for Employment (IPE) must have a specific, competitive, integrated employment outcome that is selected by the individual consistent with the individual's unique strengths, resources, priorities, concerns, abilities, capabilities, interests, informed choice and labor market information.

Strengths - personal characteristics/traits- (creative, hard-working) and knowledge based (education, experience, etc.) skills.

- Information: training, accomplishments, job skills, work experience.
- Activities: StrengthsFinder, Personality Profiles, Initial Meeting and further questioning.

Resources - Social Capital resources. (Benefits, family)

- Information: family, support network, financial aid report.
- Activities: Benefits Orientation and Assessment, Social Capital worksheets.

Priorities - preferences in work tasks, support, work culture and conditions

- Information: Work Values, Work Preferences
- Activities: Career Priorities Profile, Autism Level of Comfort Scale

Concerns - restrictions, transportation, legal, work history, attendance.

- Information: Work Considerations & Factors I Need to Consider, Disability Handbook
- Activities: Barriers to Employment Success Inventory (BESI), ONET Career Values Inventory, Planning & Readiness factors

Abilities - current level of vocational skills as related to physical, mental & emotional capacity. For new impairments have their abilities changed?

- Information: work history, job skills, accomplishments, training
- Activities: CareerScope, Basic Skills

Capabilities - future/potential ability. Consider needed accommodations.

- Information: transcripts, past accomplishments (certificates, degrees)
- Activities: ACT/Compass, ASVAB, CWA, OJE

Interests - vocational interests

- Information: work interests, Career Clusters and work experiences (work history, volunteer work, school activities and hobbies).
- Activities: interest inventories, job shadows, tours, info interview

Labor Market - job is readily available in local area or labor market the individual is willing to relocate to, earnings and benefits will be sufficient to meet the individual's needs.

- Information: career exploration, Benefits Orientation & Assessment
- Activities: O*NET, Employer Locator, consult with Placement staff

Note:

A quality IPE ·addresses all these areas in a timely manner, as well as:

- Nature and scope of services
- Service providers
- Evaluation criteria
- Responsibilities of the program and recipient
- Recipient's participation in the cost of services.

See VRIS - VR Guides & Resources - Job Planning Resource Guide for an extended list of examples.

Utilize existing records from all available sources (Pre-ETS, high schools and colleges, community partners, Workforce, etc.) to assess above areas.

Remember to include needed supports and/or accommodations while participating in activities to obtain valid results.