

Supported Employment Payment Schedule for Intellectual/Developmental Disabilities (I/DD)

Milestone	Description/Activities	Payment	Date Examples
Discovery	<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>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.</p>	\$500	Start Date: Date authorization began; End date: Date activity was completed
Milestone 1: Initiate Services	VR develops Individualized Plan for Employment (IPE) in collaboration with client, DD Service Coordination, and Supported Employment (SE) Provider representative(s), based on results of VR Profile for Supported or Customized Employment and VR Evaluation. Intake is completed for new VR client. VR authorizes milestone 1 and milestone 2 on separate authorizations. SE Provider submits a copy of the Initiate Job Search Services Milestone 1 form and invoice to VR.	\$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
Milestone 2: Supported Employment & Placement	SE Provider implements job search activities with the client to achieve employment including the teaching of interviewing skills, development of resume, assistance in completing job applications, provide grooming tips, contacts and advocates with employers, attends job interviews & develops transportation plan for work. The SE Provider matches work environment and work skills to potential jobs and identifies any needed accommodations prior to starting job. Meets with VR liaison monthly to review job search progress, submits written 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> . SE Provider submits Supported Employment Placement Report – Milestone 2 – with invoice for payment.	\$1,500 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
Milestone 3: Job Coaching & Stabilization	SE Provider and client jointly develop job specific strategies and accommodations. On and off-site job coaching is initiated to teach job duties, work culture, work expectations, and work behaviors. Plan to reduce Job coaching interventions is devised as accommodations and natural supports are developed. 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 submits Milestone 3 Job Stabilization Report and invoice to VR.	\$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)
Milestone 4: Transition to Extended Services	SE Provider maintains contact with client and employer, providing job coaching as needed and building natural supports for job retention.. Team meeting is held to develop and describe the transition plan and determine the date of transition to extended services (which may be no sooner than 60 days from Stabilization date and is the date MS 4 ends.) Team agrees to extended services plan as described on MS 4 form and completed form and invoice are submitted for payment. Case remains open for up to one year to pay Milestones 5A and 5B, as applicable.	\$2,000 Payment upon invoice for Milestone 4 along with Extended Supports Plan	Start Date: day after client stabilizes End Date: date client transitions to extended services (no sooner than 60 days from end of date of M 3)
Milestone 5A & 5B: SE report 5A--6 months 5B--12 months	Milestone 5A is authorized and payable upon receipt of the completed form and invoice six months after the date of transition to extended services when the client has remained in the same job held at the time of transition to extended services. Milestone 5B is authorized and payable upon receipt of the completed form and invoice twelve months after the date of transition to extended services when the client has remained in the same job held at the time of transition to extended services.	\$500 Payment upon invoice for Milestone 5A & \$500 payment upon invoice for Milestone 5B	5A Start/End Date: 6 months from date of transition to extended services (M 4 end date); 5B Start/End date: 12 months from date of transition to extended services (M4 end date.)
	TOTAL PAYMENT	\$7,000	