

Navigating Vocational Rehabilitation

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Provides Vocational Rehabilitation services to eligible individuals with disabilities to assist with entry into employment and productivity in the workplace and community.

<http://ovr.ky.gov/index.htm>



Eligibility Guidelines for all OVR Consumers

- Physical or Mental impairment
- The impairment must result in a substantial impediment to employment
- If the above criteria is met, the person is determined eligible unless there is clear and convincing evidence someone cannot benefit from services



OVR Eligibility Cont'd

- Social Security benefit recipients are considered to be an individual with a significant disability and are presumed eligible for services
- Eligibility decisions will be made within 60 days unless the consumer and counselor agree to a delay for a specific time



Order of Selection

VR has 5 categories of Eligibility. Due to budget constraints we can only serve those individuals in categories 1 and 2.

The counselor will determine this during the eligibility process. This is not something that you the provider should worry about. The counselor will decide if the person meets the order of selection.



VR Counselor Responsibilities

- Determine eligibility
- Choose the nature and scope of services
- Coordinate and authorize for services
- Allocate expenditures
- Establish the suitability of closure



Responsibilities of the Consumer



- Keep all scheduled appointments
- Stay involved with the entire process from eligibility to closure
- Ask questions and make your wishes known
- Return all forms sent home for signature
- Keep your counselor informed of all changes
- Make your counselor aware once you become employed.



- Vocational Assessment
- Guidance and Counseling
- Vocational Training
- On-the-Job Training
- Self Employment
- Assistive Technology
- Support Services
- Job Development
- Job Placement
- Follow-up



Deaf and Hard of Hearing Services



- Deaf / Hard of Hearing
- Rehabilitation Technology
- Community Based Work Transition Program
- Carl D. Perkins Vocational Training Center
- Supported Employment
- Community Rehabilitation Programs

The Office of Vocational Rehabilitation has staff trained to understand about the different problems people with hearing loss may have. Rehabilitation Counselors for the Deaf have sign language skills and serve persons who are deaf and use this type of communication. Communication Specialists are trained about devices and ways to serve individuals who are hard of hearing or late deafened. Rehabilitation Counselors for the Deaf and Communication Specialists are also skilled in serving people who have vision problems in addition to a hearing loss or deafness.

Rehabilitation Technology



The Office of Vocational Rehabilitation maintains a rehabilitation branch that consists of 12 staff members: a branch manager, a rehabilitation engineer, six rehabilitation technologists, two driver rehabilitation specialists, and an assistant. An occupational therapist at the Carl D. Perkins Vocational Training Center assists the branch as needed. They work with consumers in conjunction with their rehabilitation counselors to determine what assistive technology devices and services can best meet their needs.

Transition from School to Work



- the Office of Vocational Rehabilitation works closely with the Kentucky Department of Education to assist eligible students with disabilities to identify, plan for, and achieve their vocational goals.
- The Community Based Work Transition is a jointly funded program between the Office of Vocational Rehabilitation and a number of school districts in the state.

Carl D. Perkins Vocational Training Center



- Carl D. Perkins Vocational Training Center provides comprehensive medical and vocational services for Kentucky's citizens with severe disabilities in a residential setting. The services are designed to prepare individuals for employment and to improve independent living functioning through education, medical, technology, and related programs.
- The following vocational and support services are available at the Center:
 - vocational assessment, work adjustment,
 - vocational training;
 - rehabilitation counseling; comprehensive medical rehabilitation services;
 - psychological services;
 - recreational activities;
 - brain injury services;
 - speech and language
 - communication services

Community Rehabilitation Programs



- The Kentucky Office of Vocational Rehabilitation collaborates with a network of community rehabilitation programs to provide a number of services to agency consumers. These services include:
 - Vocational Assessments
 - Adjustment Services
 - Skills Training
 - Transportation
 - Services Leading to an Employment Outcome

Supported Employment



- Comprehensive system of services that promote and facilitate work within one's community such as Placement assistance, job coaching, and other supports;
- SE grew out of the concept that all persons regardless of disability or severity of disability should have the opportunity to work if work is a goal for them.

Supported Employment embraces



- Individuality
- Integration
- Choice
- Holistic Approach
- Self Determination
- Belief
- Team Approach
- On-Going Support

Expectations of Supported Employment



- Integrated work in the community at minimum wage or above.
- Typical Community Jobs
 - Retail
 - Manufacturing
 - Office
 - Automotive
 - Food Service
 - Recreation
 - Computers
 - Hotel/Motel
 - Government
 - etc

Coordination of Services



- Transportation to work, doctor, interview, applications, drug screens)
- Social Security
- Case Manager
- Therapist
- Family and Friends
- Social Service System
- Rehabilitation Counselor

KEY POINTS TO REMEMBER:

- Supported Employment is a long term program;
- “Consumers are matched to jobs NOT slotted
- Teamwork – It takes a village.
- Independence on an appropriate job that is match to the consumers skill, abilities and interests
- Work is both Valuable and Possible
- A variety of Strategies lead to success
- Employment Advocacy is crucial
- The Employment Specialist from the beginning of the job will have a plan on how and when to fade from the employment site

Issues to have resolved prior to placement

- Hygiene/Grooming
- Appropriate Clothing
- Social Security Questions
- Transportation to and from work
- Social Skills
- Service Coordination
- Childcare
- Interviewing Skills
- Intervention Strategy
- Follow-up Planning



4 Phases of Supported Employment:

- Person Center Job Selection
- Job Development
- Placement
- Long-Term Supports

What is Person Center Job Selection?

- Process in which the SE Specialist becomes prepared to represent the job seeker vocationally
- The initial SE process of Discover is done to gather all relevant information on the needs, skills, preferences, and experiences of the Job Seeker
- The Objective is the match the job seeker's skills/ interests/gifts with a job.

PCJS provides

- Plan of action for Job Development
- Vocational Goal that is matched to the consumers interests, skills, and abilities
- Knowledge of what will and won't work at the job site.
- Time to get to know the family and other key supporters
- Focuses on employment ideas through discovery
- Focuses on strengths, not weaknesses
- Prepares for focused job development
- Builds rapport with consumer
- Consumer will have a job that is match to his skills, abilities and interest.
- Anything else that seems pertinent

Job Development

- Performance of activities which ultimately result in obtaining and/or creating or customizing work opportunities which MATCH the employment conditions, preferences and contributions of the individual.

Essential Steps in Job Development

- Know the consumer in relationship to jobs;
- Know the employers the area
- Make contact with desired employers
- Have job presentation ready
- Overcome objections and stalls
- Deliver what is promised
- Complete a job or task analysis if needed
- Continued evaluation and improvement

Job Development Formula

Conditions, Activities, Environment, People
+
Preferences
+
Contributions
=
IDEAL JOB!!!!

Long Term Follow Up and Support

- Service that makes SE valuable
- Consumers have the supports on and off the job that allows them to be successful and independent on the job.

Examples of Long Term Supports:

- On-site training, retraining, for consumer or employer;
- Problem-solving for job success;
- Regular contact and communication with consumer, employer, family, etc;
- Coordination of other services that affect employment including transportation or Case Management;

Examples of Long Term Supports Continued

- Off-site and after-work assistance
- Reassessment of an employee with regard to career changes or upgrades;
- Assistance with Natural Supports
- Continual job modification and adaptation of equipment
- Other

TO WORK...

OR

NOT TO WORK...

What skills do I need to work?



- Pre-Employment skills can be taught
- Training can be provided
- Supports can be put into place
- Job Carving/Modifications can occur
- Team approach to finding a job... many inputs as to best job fit

Will I be able to work independently?



- Independence and individuality are key points to the SE program.
- Independence, abilities and safety are just some of the concerns that are considered.
- SE provider works closely with an employer to negotiate a job that minimizes your disability and provides the workplace supports necessary for you to be successful.

How will I learn the skills in the workplace?



- Employer is to provide the training. You will learn new tasks the same ways other employees do. If you need extra supports the employment specialist is there to assist.
- Workplace supports vary from person to person and are tailored specifically to meet the needs of an individual in a customized job.

What if I don't know what kind of job I want or can do?



Person Centered Approach

- Job Exploration in the community
- Job Shadowing in the community
- Researching past work history
- Gathering personal, individual and professional references on appropriate work
- Trial and error through opportunity

I might not make much money, is it really worth it?



- May not be much (depending on hours) but it is a wage... person is now a wage earner...
- Satisfaction of working
- Increased socialization
- Increased community presence
- Increased Independence

The VR Process



Step 1 in the referral process



- Call the local office to schedule an appointment with the Counselor
- Be on time for the appointment. Call if you are going to be late.
- Reschedule if you are not going to be able to make the appointment. **DO NOT JUST NOT SHOW UP.**

Things to take to the appointment with the VR Counselor



- Any Medical Documentation that you can legally release. Bring names and addresses of Doctors/Hospitals/Schools/etc that we will need to request information from.
- Let the counselor know if the person is receiving SSI/SSDI.
- Let the counselor know that the person is on a Medicaid Waiver Program or on the waiting list.
- Bring a list of all medications the consumer is taking.
*The more information you can provide will expedite the eligibility process.

Step 2



- Counselor collects information to determine eligibility. This will include the information that you provide but we may also have to send the consumer for more testing.
- Eligibility must be determined within 60 days or a waiver must be signed.

Step 3



- Once the consumer is determined eligible for services the counselor will issue an authorization for Person Centered Job Selection. (PCJS)
- The SE provider will then complete that Person Centered Employment Plan and turn into the counselor.

Step 4



- The counselor meets with the consumer. (Best Practice is to have the SE Specialist there also)
- The Individual Plan for Employment (IPE) is jointly written by the counselor and consumer stating services to be provided.
- Consumer and Counselor both sign and date IPE
- Consumer gets a copy of the plan and a copy is provided to the Supported Employment Agency.
- An authorization for Job Development is sent to the Supported Employment Agency.

What is an IPE?



- An IPE is an **“Individualized Plan for Employment”** that results from a combination of rehabilitation and vocational services. It's purpose is to....
 - ❖ Identify the employment outcome
 - ❖ Select VR services
 - ❖ Choose service providers
 - ❖ Establish timelines
 - ❖ Identify responsibilities
 - ❖ Other individualized needs



Step 5



- Job Search
- Team approach is best practice
- Monthly notes are sent to the counselor
- Job is obtained

Step 6



- Consumer begins job
- Consumer is stable on the job for 60 days
- Supported Employment Agency is paid the Placement fee and Long Term Supports attach for a lifetime.
- Vocational Rehabilitation Counselor closes their cases 30 days after the Placement fee is paid.
- Long Term Supports are provided to the consumer for a vocational lifetime or as long as he/she needs and/or wants the supports.

Discussion



**Questions?
Concerns?
What additional information would
be helpful for you?**

Where to Get More Information



- Association for Persons in Supported Employment: www.apse.org
- Kentucky APSE website: www.kyape.org
- National Council on Disability: www.ncd.gov
- Office of Vocational Rehabilitation: <http://kyovr.state.ky.us>
- National Center for the Dissemination of Disability Research: www.ncddr.org
- Work Support: www.worksupport.com
- Disability Info: www.disabilityinfo.gov

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