

Phases of Services - Traditional Supported Employment

Discovery

- PCEP Activity Note – completed for each individual activity, including time spent, and submitted to the OVR counselor by the 5th of the month.
- Minimum of 10 hours, maximum of 20 hours @ \$80/hour (approval required to exceed 20 hours and 75 days)
- PCEP - submitted to counselor once ES completes report
 - Approved in 45 days or less - \$800
 - Approved in 46 days or more - \$400

Job Development

- Job Development Activity Note – completed for each individual activity, including time spent, and submitted to the OVR counselor by the 5th of the month.
- Up to 30 hours @ \$80/hour (approval required to exceed 30 hours and 90 days)
- Job Acquisition Report
 - Submitted in 60 days or less - \$800
 - Submitted in 61 days or more - \$400

Supported Employment Services

- Supported Employment Services (SES) Note – completed for each individual service, including time spent, and submitted to the OVR counselor by the 5th of the month.
- Minimum of 30 days but can be provided for up to 24 months @ \$80/hour
- Employment Stability Assessment (ESA) – submitted along with the SES Note by the 5th of the month.
- Extended Services Plan (Day 1) – submitted with the last SES Note and ESA to justify transition from intensive SE services to extended services along with the invoice for the stable employment outcome fee - \$500

Extended Services

- Extended Services Report – completed with description of activity(ies), time spent, and submitted to the OVR counselor by the 5th of the month
 - \$80/hour for youth (age 14 to 24)
 - NO HOURLY FEE for adults (age 25 or older)
- Extended Services Plan (Day 45 + Day 90) – submitted with the invoice for stable employment outcome fees.
 - Day 45 - \$1500
 - Day 90 - \$3000
- Employment Specialist is required to continue providing twice-monthly, face-to-face, worksite follow-up visits throughout the individual's term of employment or until a Step-Down Support Plan has been submitted, approved, and implemented.

Phases of Services - Individual Placement and Support (IPS)

Discovery

- Career Profile; \$750
- Job Search Plan – accompanies the Career Profile

Job Development

- Job Development Activity Note – completed for each individual activity, including time spent, and submitted to the OVR counselor by the 5th of the month.
- Up to 30 hours @ \$80/hour (approval required to exceed 30 hours and 90 days)
- Job Acquisition Report
 - \$800 60 days or less
 - \$400 61 days or more
- Job Support Plan – no fee

Supported Employment Services

- Supported Employment Services (SES) Note – completed for each individual service, including time spend, and submitted to the OVR counselor by the 5th of the month.
- Minimum of 30 days but can be provided for up to 24 months @ \$80/hour
- Employment Stability Assessment (ESA) – submitted along with the SES Note by the 5th of the month.
- Extended Services Plan (Day 1) – submitted with the last SES Note and ESA to justify transition from intensive SE services to extended services along with the invoice for the stable employment outcome fee - \$500

Extended Services

- Extended Services Report; \$80 per hour (youth only); no fee for adults (age 25 or older)

- Extended Services Plan (Day 45 + Day 90)– submitted with the invoice for the corresponding outcome fee
 - Day 45 - \$1500
 - Day 90 - \$3000
- Employment Specialist is required to continue providing twice-monthly, face-to-face, worksite follow-up visits throughout the individual's term of employment or until a Step-Down Support Plan has been submitted, approved, and implemented.

Phases of Services - Customized Employment

Discovery

- Discovery Activity Note – completed for each individual activity, including the time spent, and submitted to the OVR counselor by the 5th of the month.
- Minimum of 25 hours, maximum of 40 hours @ \$100/hour (approval required to exceed 40 hours and 75 days)
- Vocational Profile – submitted to counselor once ES completes report
 - Approved in 45 days or less - \$1200
 - Approved in 46 days or more - \$600
- Planning Meeting - \$300

Job Development

- Visual Resume - \$300
- Needs Analysis – precursor to job development activities - \$400
- Job Development Activity Note – completed for each individual activity, including time spent, and submitted to the OVR counselor by the 5th of the month.
- Up to 30 hours @ \$100/hour (approval required to exceed 30 hours and 90 days)
- Job Acquisition Report – submitted to counselor once individual secures employment and ES completes report
 - Submitted in 60 days or less - \$1000
 - Submitted in 61 days or more - \$500

Supported Employment Services

- Job Analysis – occurs after job acquisition but before SE services - \$500
- Supported Employment Services (SES) Note – completed for each individual service, including time spent, and submitted to the OVR counselor by the 5th of the month.
- Minimum of 30 days but can be provided for up to 24 months @ \$100/hour
- Employment Stability Assessment (ESA) – submitted along with the SES Note by the 5th of the month.
- Extended Services Plan (Day 1) – submitted with the last SES Note and ESA to justify transition from intensive SE services to extended services along with the invoice for the stable employment outcome fee - \$1000

Extended Services

- Extended Services Report – completed with description of activity(ies), time spent, and submitted to the OVR counselor by the 5th of the month.
 - \$100/hour for youth (age 14 to 24)
 - NO HOURLY FEE for adults (age 25 or older)
- Extended Services Plan (Day 45 + Day 90) – submitted with the invoice for stable employment outcome fees.
 - Day 45 - \$2000
 - Day 90 - \$3000
- Employment Specialist is required to continue providing twice-monthly, face-to-face, worksite follow-up visits throughout the individual's term of employment or until a Step-Down Support Plan has been submitted, approved, and implemented.