

## Home and Community-Based Services (HCBS) Rules CONCEPT FORM

Vendor name	Quality Education Services and Training (QuEST)
Vendor number(s)	HA0359
Primary regional center	Alta CA Regional Center
Service type(s)	Work Services Program
Service code(s)	954
Number of consumers currently serving and current staff to consumer ratio.	Number of Consumers = 42 Staff to Consumer Ratio = 1:8
Have you or the organization you work with been a past recipient of HCBS Funding?	No.
Please provide a brief description of the service/ setting that includes what a typical day consists of and how services are currently provided; include barriers to compliance with the HCBS rules.	QuEST currently provides assembly, janitorial, landscaping and recycling vocational training. Job Coaches base vocational training on client's needs and preferences, addressing their specific goals, as stated in their Individual Program Plan (IPP). The barrier to compliance with HCBS rules is inability to provide clients individualized service, for employment skills training and personal skills training, for paid internships and community integrated jobs in the local community.
Identify which HCBS federal requirements this concept addresses that are currently out of compliance.	QuEST is currently not in full compliance with Federal Requirement #1. Clients do not participate in regularly scheduled outings and activities in the community, during Work Services Program day, due to increased assembly contract demands in 2018. Assembly program contract demands increased significantly due to Carr Fire in Redding and Camp Fire in Paradise.
Narrative/description of the concept; include justification for the funding request and explain how the concept would achieve proposed outcomes.	QuEST would like to offer client's a Tailored Day Program. A Job Developer and Job Coaches would discuss vocational goals, complete client assessments, locate sites for paid internships, interview preparation, and resume creation for part and full time community integrated employment. A Tailored Day Program would provide individualized service for clients to achieve their vocational goals. The proposed outcome would be for clients to transition, from QuEST Work Services Program, to successful community integrated employment with services and supports provided by Tailored Day Program Job Developer and Job Coaches.

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<p>Please describe your person-centered approach<sup>1</sup> in the concept development process; how did you involve the individuals for whom you provide services?</p>	<p>QuEST Job Coaches have drafted, based on input from client, a Career Path. Career Path clearly identifies current skills, work history experience, short term goals, long term goals, skill development needs, skills required to fulfill career plan, strengths, limitations, and an Action Plan to help client achieve their vocational goals. A Tailored Day Program would provide one-to-one assistance for a client to learn about job opportunities, how to get a job, and how to maintain a job in their local community.</p>								
<p>Does the concept address unmet service needs or service disparities? If so, how?</p>	<p>A Tailored Day Program addresses, unmet service need, of individualized service, for QuEST Work Services Program clients seeking community integrated employment. A Tailored Day program, would expand staff resources, (Job Developer and Job Coaches), to provide employability skill development and supports for clients. Clients would be assisted to understand, personal and vocational skills sets, that are required for successful employment and job retention. Tailored Day Program staff members, may provide on the job assistance, for client to maintain community integrated employment.</p>								
<p>Estimated budget and timeline; identify all major costs and benchmarks — attachments are acceptable.</p>	<table data-bbox="634 1031 1468 1192"> <tr> <td>Wages for Full Time Job Developer</td> <td>\$48,000.00</td> </tr> <tr> <td>Wages for Three Full Time Job Coaches</td> <td>\$93,600.00</td> </tr> <tr> <td>Fringe Benefits</td> <td>\$ 4,800.00</td> </tr> <tr> <td>Four Computers</td> <td>\$ 6,000.00</td> </tr> </table> <p>QuEST would begin hiring Job Developer and purchase computers within 60 days. QuEST would hire Job Coaches within 90 days.</p>	Wages for Full Time Job Developer	\$48,000.00	Wages for Three Full Time Job Coaches	\$93,600.00	Fringe Benefits	\$ 4,800.00	Four Computers	\$ 6,000.00
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<p>Total requested amount.</p>	<p>\$152,400.00</p>								
<p>What is your plan for sustaining the benefits, value, and success of your project at the conclusion of 2018-19 HCBS Funding?</p>	<p>The benefit, value, and success of providing Tailored Day Program is individualized service for three QuEST clients in 2018-2019. Three clients would receive one-to-one assistance, to continue to develop their personal and vocational skill set for paid internship, or community integrated employment. QuEST client's success would be measured by progress on vocational goals and objectives, as stated in their Individual Program Plan (IPP).</p>								

<sup>1</sup> A person-centered approach emphasizes what is important to the individual who receives services and focuses on personal preferences, satisfaction, and choice of supports in accessing the full benefits of community living. For more information regarding person-centered practices, please visit [www.nasdds.org/resource-library/person-centered-practices](http://www.nasdds.org/resource-library/person-centered-practices).