

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

Vendor name	Reaching For Independence, Inc.
Vendor number(s)	H0280 and H0281
Primary regional center	Redwood Coast Regional Center
Service type(s)	Community Integration and Transportation
Service code(s)	055 and 880
Number of consumers currently serving and current staff to consumer ratio.	54 clients to 23 direct support staff
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.	<p>Reaching For Independence, Inc. (RFI) operates Community Care Licensed (CCL) facilities located in Del Norte and Humboldt Counties. RFI currently provides services which include employment skills, life and social skills, healthy living skills, and community safety. RFI has several job crews that provide lawn care, house cleaning, and janitorial services throughout Humboldt and Del Norte Counties. Each person's program is unique to them. They pick the goals they want to work on and the activities that help move them towards those goals. RFI's program begins at 9:00 AM Monday through Friday. Individuals review the schedule, which could include paid employment or skill building activities. Program typically ends at 3:00 PM. RFI also works with Individuals who are interested in community employment, internship, or community volunteer opportunities. The barriers that have prevented us from fully complying with HCBS regulations and providing these services to all Individuals that request it are; specialized staff training and availability, transportation, awareness, and development of integrated opportunities. The other barrier that the Individuals feel keep them from community employment is they and/or their Circle of Support are afraid of what will happen with their benefits once they start working.</p>
Identify which HCBS federal requirements this concept addresses that are currently out of compliance.	<p>Federal Requirement 1 Federal Requirement 4 Federal Requirement 5</p>

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<p>Narrative/description of the concept; include justification for the funding request and explain how the concept would achieve proposed outcomes.</p>	<p>RFI would hire two Employment Specialists. One of the Employment Specialists would be located in Humboldt County and one in Del Norte County. This position will have many tasks in expanding the opportunities in our community integrated employment program. This person will develop relationships with business owners. Building trust with business owners takes time. This position will spend the time to get to know the business owners and understand their employment needs. This person's primary duty will be to develop a comprehensive business profile, including employment needs, skills required for different jobs, environment, terrain, etc. The profile will help with the client matching process. The Employment Specialists will also develop a client intake process. This process will include spending time in different settings with the client. Including but not limited to taking public transportation, using community resources, visiting the home and talking with the people that know the client best. (With the clients' permission) This will help the Employment Specialist develop an interest and abilities profile. The Employment Specialist will develop a training process for the client. Some of the activities will be job-shadowing, volunteer opportunities, training videos, role-playing, workbooks, mock interviews and internship opportunities. The Employment Specialist will also make available a client rights training. This training will help the client and their circle of support learn their rights as an employee. This training will focus on empowering the client and work with them on the skills to advocate for themselves. The Employment Specialist will also develop a quality of services assessment. This assessment will include surveys for clients, employers, circle of support, and Regional Center. The survey will include questions about services that are currently being offered and services that the team feel need to be offered. The assessment will be done on an ongoing basis and results will be gathered and reviewed by the RFI's Director of Programs and Client Services and the RFI's Executive Director. The employment specialist will develop a job coach training schedule for the direct support staff. This will insure that the job coaches that are supporting people in the community are receiving initial and ongoing training. All staff are required to go through FBI/DOJ background checks, mandatory reporting training, and work place harassment training. All staff are also required to work 32 hours with another staff person prior to working independently with clients. The employment</p>
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	<p>specialist will obtain Association of Community Rehabilitation Educators (ACRE) as well as Certified Employment Support Professional (CESP) designee when they have met the eligibility requirements. The Employment Specialist will also receive training in Human Resources laws and ADA regulations. The desired outcome of this program will be to see an increase in clients obtaining community integrated employment. By developing this database and providing these services, RFI will have additional community option that the client can choose from.</p>
<p>Please describe your person-centered approach¹ in the concept development process; how did you involve the individuals for whom you provide services?</p>	<p>Reaching for Independence, Inc. has annual Individual Service Plan (ISP) team meetings. RFI also meets with each Individual quarterly. RFI supports the individual to invite anyone that they would like to have at their meetings. During these meetings, Individuals have requested to have internships, community integrated employment, and volunteer opportunities. We have also heard this from their Circle of Support as well as their Service Coordinators.</p>
<p>Does the concept address unmet service needs or service disparities? If so, how?</p>	<p>Yes, by implementing this project, RFI will have the trained staff and available time to meet the needs of the Individuals that are requesting community employment opportunities, therefore coming into compliance with Federal Requirements 1, 4 and 5.</p>
<p>Estimated budget and timeline; identify all major costs and benchmarks — attachments are acceptable.</p>	<p>See attached-</p>
<p>Total requested amount.</p>	<p>258,020.00</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>RFI is requesting funding for a two-year period. RFI is currently providing services as a vendor of Redwood Coast Regional Center (RCRC). RFI will work with RCRC to develop this new service, negotiate a rate, and have referrals to sustain this project. RFI will also look for other funding sources and fundraising opportunities.</p>

¹ 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.