

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

Vendor name	Arc- San Joaquin
Vendor number(s)	HV0199 – Group; HV0191- IP
Primary regional center	Valley Mountain Regional Center
Service type(s)	950 -GRP; 952- IP
Service code(s)	950 -GRP; 952- IP
Number of consumers currently serving and current staff to consumer ratio.	57
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>A typical day consists of performing one or more services that include Supported Employment Intake for Individual Placement (IP) and Group; External Situational Assessment; Job Development, Placement and Retention for IP; Job Coaching -IP; Job Coaching -Group.</p> <p>Barriers exist in the current approach used to conduct Intake and Job Development. Regarding Intake, the form and Intake format used to collect information falls short of gathering complete information about the individual. Time allotted to conduct Intake is inadequate to develop an accurate employee profile and individual employment design. Intake does not spend enough time determining needs related to the employee's functional communication, mental health needs, family, friends, areas of high, medium and low independence, hobbies and leisure, nor visiting the home and/or neighborhood where employees live to become more familiar with their interests, abilities and needs. Job Development does not include customizing a job to benefit the employee or employer.</p>
Identify which HCBS federal requirements this concept addresses that are currently out of compliance.	<p>#1 – Intake and Job Development services do not support full access to develop and implement individual employment plans that match the abilities, strengths and needs of the individual.</p> <p>#2- Employment service options do not utilize approaches that result in person-centered service plans/employment plans based on the individuals' needs, abilities and</p>

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	<p>preferences. Current approaches do not consider a more robust process to develop a personal and work profile used to negotiate customization of jobs to fit the needs of individuals.</p> <p>#3 – Employment service approaches are not conducted in a manner consistent with negotiating alternative and customized ways to assist individuals to become employed.</p> <p>#4 – Employment services approaches do not capture the scope and degree of supports needed by most of the individuals seen at The Arc San Joaquin. This reduces opportunities to learn, gain confidence and become more independent.</p> <p>#5- Employment services approaches do not facilitate individual choice related to employment opportunities. For persons with significant challenges, employment may not become a reality at all and overall success rate low. For persons working in crews, the option to advance is low.</p>
<p>Narrative/description of the concept; include justification for the funding request and explain how the concept would achieve proposed outcomes.</p>	<p>To bring The Arc San Joaquin into compliance we propose a concept that includes funding to 1) Hire an additional staff (Community Employment Specialist) responsible for implementing CE outcomes for all incoming job seekers and existing employees seeking other employment opportunities including persons currently on crews. This person will conduct Discovery and develop Profiles, Customized Plans for Employment including Paid Internships (pending submission of this component to the current program design), External Situational Assessments and Visual Resumes. The Community Employment Specialist will demonstrate competency in implementing negotiation techniques, development of a Concept Portfolio for representing CE to potential employers, the Employer Needs/Benefits Analysis for determining the customized fit for job seekers and potential employer and employer contact strategies using proven sales techniques. This position will be responsible for training of new staff dedicated to CE and coordinating employment plan development and implementation with target department staff. This position will be responsible for attending employer network meetings, employer and internship site relationships development, employment development and setting up and managing an employer and internship site database; and 2) Train the Community Employment Specialist and existing lead staff to become competent in Customized Employment, Job Development and Systematic Instruction and receive ACRE</p>

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	<p>(Association of Community Rehabilitation Educators) certification in Customized Employment and Supported Employment (Job Coaches will attend training on Systematic Instruction).</p> <p>Training will be provided in-house by Marc Gold & Associates (MG&A) and include a total of 9 days (3 days on Discovery, 3 days on Job Development and 3 days on Systematic Instruction). MG&A performance-based certification will be sought for the Community Employment Specialist and lead staff. Total number of staff to receive training will be 12.</p>
Please describe your person-centered approach ¹ in the concept development process; how did you involve the individuals for whom you provide services?	<p>Employees completed an online survey using Survey Monkey. Responses from crew trainees indicated a limited number were interested in leaving the crews although they were interested in higher wages. Others reported satisfaction with their current jobs. Other information used to improve service outcomes includes employee termination reports some which reveal that in hind-sight individuals were not in the best-fit jobs and in other cases, individuals may have retained their jobs through negotiation and customization of work schedules related to transportation.</p>
Does the concept address unmet service needs or service disparities? If so, how?	<p>Yes. The proposed concept will increase individual placements above last year's rate of 16.6% (8 out of 48 placements made) to competitive integrated employment, increase employment choice, self-sufficiency and greater community opportunities.</p>
Estimated budget and timeline; identify all major costs and benchmarks — attachments are acceptable.	<p>As early as possible in 2019 hire and train Community Employment Specialist and secure and hold staff training.</p> <p>Staff training costs: \$25,840</p> <p>Community Employment Specialist: \$64,366</p>
Total requested amount.	\$ 90,206
What is your plan for sustaining the benefits, value, and success of your project at the conclusion of 2018-19 HCBS Funding?	<p>Revenue generated from Supported Employment funding streams and Work Incentive CIE funding. Additional funding as needed will come from contract revenue.</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.