

# **Community Integrated Employment (CIE) and Customized Community Supports (CCS)**

# Community Integrated Employment

- Increase economic independence, self-reliance, social connections.
- Work with non-disabled co-workers within the general workforce or assist the individual in business ownership.
- Opportunity for career advancement through growth in wages, hours, experience, promotions and/or movement from group to individual employment.
- Opportunity to participate in negotiating his/her work schedule, break/lunch times, and leave and medical benefits with his/her employer.
- Natural/peer supports should be explored and encouraged and potentially fading these paid supports when natural supports are in place and stable.

# CIE Clinical/Service Criteria

- For All CIE Service Codes
- ISP
- Person-Centered Assessment (PCA)
- *Exception: The PCA is NOT required when the budget is an initial ISP, the individual is new to the service area or provider, the individual is 18 and is transitioning to the adult waiver, or a job is obtained before the assessment can be completed.*

# CIE Clinical/Service Criteria

- Group Tiered Rate – New Language, Not a New Concept
- Job Maintenance – Should request 12 units
- Point of Clarification about Career Development Plans – Job Dev and Maintenance
- Career Development Plan can be part of PCA – Language was updated

# Customized Community Supports

- Based on preferences and choices of each individual
- Establish or strengthen interpersonal relationships
- Provided in the community to the fullest extent possible
- Increase independence and reduce the amount of paid supports
- Support the individual to reach his or her personal goals for growth and development.

# CCS Clinical/Service Criteria

- For All CCS Service Codes
- ISP
- Person-Centered Assessment (PCA)
- *Exception: The PCA is NOT required when the budget is an initial ISP, the individual is new to the service area or provider, the individual is 18 and is transitioning to the adult waiver, or for Fiscal Management for Adult Education Opportunities only.*

# CCS Clinical/Service Criteria

- The CORE is not required to verify ratios or settings. Providers are responsible to provide services in accordance with the DDW Standards.
- Service must be related to a Vision-driven desired outcome in the Live, Work, Fun area or the Meaningful Day area of the ISP – all areas

# CCS Clinical/Service Criteria

- No Substantive Changes
- Group Tiered Rate – New Language, Not a New Concept
- Needed to remove CCS – In Home



# CCS In-Home

- CMS does not pay for a day habilitation service in the home setting
- Current approvals will be honored but should have been approved with a fading plan
- Teams should be implementing the fading plan and contacting the Regional office if there are concerns
- People can still receive services in their home but not under this code
- DDSD will be reaching out to case managers to identify individuals and team and assist with PCP and fading efforts
- There are very few people receiving this service

# Person-Centered Assessment History

## Director's Release - VAP Rescission

- On January 15, 2016, DDSD rescinded the Vocational Assessment Profile (VAP) policy and procedure.
- Replaced with the requirement to have a Person-Centered Assessment.
- The provider agency is responsible for the quality of the assessment.

# What Makes an Assessment Person-Centered?

- Involve the person, family members or other advocates.
- Detailed enough to provide accurate and complete information related to the person's strengths and interests.
- Should not assume that the person has not changed (since last assessment) or cannot change in the future.
- Starts with the person—not with an assumption about services.

# Person-Centered Assessment Requirements

- New people - within 90 days. (See Exception Below.)
- A new person-centered assessment should be completed at least every five years.
- If significant life changes, a new assessment will be required sooner.
- Person-centered assessments should reviewed and be updated annually. Changes to the updated assessment should be signed and dated in order to demonstrate that the assessment was reviewed.
- *Exception: PCA is NOT required for the CORE when the budget is an initial ISP, the individual is new to the service area or provider, the individual is 18 and is transitioning to the adult waiver, or a job is obtained before the assessment can be completed.*

# Minimum Requirements

- Minimum Requirements:
  - Individual's Background and Current Status,
  - Individual's Strengths,
  - Individual's Interests,
  - Conditions for Success to Integrate into the Community, including Conditions for Job Success (as applicable),
  - and Support Needs for the individual.
- A person-centered assessment must include individual and/or family involvement.
- A career development plan should be in place for job seekers to outline the tasks needed to obtain employment *and for those currently employed*. Should be incorporated in the ISP as an Action Plan.

# Individual's Background and Current Status

- There are no minimum requirements about what should be included.
- PCA should include a little bit of history about the person and give the reader an idea about what is currently happening.
- This information can be incorporated anywhere in the assessment and does not need to be in a section labeled, “Background and Current Status.”

# Individual's Strengths

- There are no minimum requirements about what should be included.
- The PCA should highlight what the individual does well.
- This information can be incorporated anywhere in the assessment and does not need to be in a section labeled, “Strengths.”

# Individual's Interests

- There are no minimum requirements about what should be included.
- The PCA should highlight what the individual likes to do.
- This information can be incorporated anywhere in the assessment and does not need to be in a section labeled, “Interests.”



# Conditions for Success to Integrate into the Community

- ....Including Conditions for Job Success (as applicable)
- There are no minimum requirements about what should be included.
- Should include information about what would need to happen in order for the individual to truly integrate into the community or a job. It may also include activities to avoid based on past experiences.
- This information can be incorporated anywhere in the assessment and does not need to be in a section labeled, “Conditions for Success.”

# Support Needs for the Individual

- The PCA should address the level of support needs will the agency need to provide.
- There are no minimum requirements about what should be included. Ideally, the PCA would include information about natural supports and assistive technology.
- This information can be incorporated anywhere in the assessment and does not need to be in a section labeled, “Support Needs.”

# Individual and/or Family Involvement

- This requirement is generating CORE RFIs.
- This information can be incorporated anywhere in the assessment and does not need to be in a section labeled, “Individual Involvement.”
- The PCA just needs to show that it was not written in isolation.

# Career Development Plan

- Director's Release 1.14.16 - A career development plan should be in place for job seekers to outline the tasks needed to obtain employment.
- Can be a separate document or be added as an addendum to a person-centered assessment.
- Should have specific action steps that identifies who does what, by when.
- The information needs to be incorporated into the ISP as an Action Plan.

# Exception to a Career Dev. Plan

- Career Development Plan (unless the budget is an initial ISP, the individual is new to the service area or provider, the individual is 18 and is transitioning to the adult waiver, or a job is obtained before the assessment can be completed.)

# Example Career Dev. Plan

Action Step:                      Who:                      Target Date:

- 1.
- 2.
- 3.
- 4.
- 5.

- Who will monitor the plan, update it and assure integration into Work/Learn section of ISP as the updated Career Development Plan?

- Review meeting or email updates to occur by: \_\_\_\_\_

*(Date)*

# Best Practices (Not CORE Requirements)

- Assessments shall be performed in settings normally utilized whenever possible.
- Involve an experiential or discovery component, meaning that individuals with developmental disabilities experience community activities as a component of the assessment process.
- Information from staff members who are closest to the individual and who know the individual the best should be included in the assessment. Information gathered to compile the assessment should come from a variety of sources.
- Methods of gathering the needed information could include a document review, interviews, social or vocational observations in the community, a home visit and/or a team meeting.

# Person-Centered Planning - CIE

- Desire to work: Work section of the ISP to include a Vision statement for “Work/Learn” and a related desired outcome for employment;
- Outcomes may include:
  - A job
  - A promotion
  - A new business
- Activities to lead to outcomes may include:
  - Skill development (functional or social)
  - Training in self-advocacy
  - Activities to make an informed choice about employment
  - Community integration and relationship building



# Guidelines for Demonstrated Need

- **CIE Group Category 1**
- Desire to work: Work section of the ISP to include a Vision statement for “Work/Learn” and a related desired outcome for employment; and
- Currently working;
- Range of minimal, intermittent or significant staff support and guidance is needed to complete job tasks including training, set up, and fulfillment of job responsibilities

# Guidelines for Demonstrated Need

- CIE Group Category 2 Extensive Support
- Must have met criteria for CIE Group Category 1
- Demonstrated a need for close supervision in order to complete job tasks;
- Support needs for this group are typically high and continuous throughout the work day;
- Support needs which are extensive or complex in nature and may relate to general, medical, and/or behavioral support needs drive the need for increased staff attention during all employment activities.
- May have support needs that are medical or behavioral in nature, that require accessing Adult nursing services including nursing training and oversight of Direct Support Personnel (DSP) for persons with specific medication and health needs; or
- May occasionally require one-to-one attention for specific tasks.

# Person-Centered Planning - CCS

- Services must be related to a vision-driven outcome in the Live, Work, Fun or Meaningful Day area of the ISP.
- Outcomes may include:
  - Enhanced capacity for self-determination
  - Development of social networks
  - Contributing to his or her community
  - Establishing lasting community connections.
- Activities to lead to outcomes may include:
  - Skill development (functional or social)
  - Adult educational opportunities
  - Training in self-advocacy
  - Activities to make an informed choice about employment
  - Community integration and relationship building

# Guidelines for Demonstrated Need

- **CCS Group Category 1**
- Service must be related to a Vision-driven desired outcome in the Live, Work, Fun area or the Meaningful Day area of the ISP; and
- May require one-to-one attention and may have support needs that are medical or behavioral in nature, that require nursing services but are supported in a group with a staffing ratio of as many as six service recipients per direct support personnel; or
- Nursing training and oversight of Direct Support Personnel (DSP) and nursing services may be needed for persons with specific medication and health needs; or
- Range of minimal, intermittent or significant staff support and guidance is needed to engage in many activities semi-independently or even independently in group and community settings.

# Guidelines for Demonstrated Need

- **CCS Group Category 2 Extensive Support**
- Must have met criteria for CCS Group Category 1, and
- Demonstrated a need for close, dedicated supervision to safely participate in group services in community settings, or
- Extensive or complex support needs that are medical or behavioral in nature, or which relate to general support needs drive the need for increased staff attention during all activities, or
- Nursing training and oversight of Direct Support Personnel (DSP) and nursing oversight may be needed for persons with specific medication and health needs

# Questions & Answers

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