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| <b>SUBJECT</b><br>Employment and Community Activities |  | <b>CHAPTER</b><br>05            | <b>SECTION</b><br>03 | <b>SUBJECT</b><br>05               |
| <b>CHAPTER</b><br>Clinical Practice Guidelines        |  | <b>SECTION</b><br>Care Delivery |                      |                                    |
| <b>WRITTEN BY</b><br>Employment Policy Workgroup      |  | <b>REVIEWED BY</b>              |                      | <b>AUTHORIZED BY</b><br>PIHP Board |

I. APPLICATION:

- PIHP Board     
  CMH Providers     
  SUD Providers  
 PIHP Staff     
  CMH Subcontractors

II. POLICY STATEMENT:

It shall be the policy of the Region 10 PIHP that competitive, integrated employment in the community for which an individual is compensated at or above the minimum wage, but not less than the customary wage and level of benefits paid by the employer for the same or similar work performed by individuals without disabilities is the optimal outcome of Pre-Vocational/Skill-Building services. All pre-vocational and supported employment services should be reviewed and considered part of an individual plan of services (IPOS) developed through a person-centered planning process, no less than annually, more frequently as necessary or requested by the person served. Services and supports should be designed to support successful employment outcomes consistent with the choice and preferred outcomes of the individual’s goals and reflected in the IPOS. Region 10 PIHP encourages its provider network to provide services in the most integrated setting appropriate to the needs of qualified persons served with disabilities.

III. DEFINITIONS: N/A

IV. STANDARDS:

- A. The Region 10 PIHP supports and encourages each CMHSP within the region maintain a continuum of pre-vocational and skill building services to meet the needs of the persons served, including, but not limited to:
1. Skill Building Assistance: that assists an individual in increasing his/her economic self-sufficiency and/or engage in meaningful activities such as school, work and/or volunteering. Services include:
    - i. Out of home adaptive skills training including acquisition, retention or improvement in self-help, socialization and adaptive skills;
    - ii. Mobility, transferring and personal hygiene function;
    - iii. Physical, Occupational and Speech therapy
    - iv. Work Preparatory Services that including teaching concepts such as attendance, task completion, problem solving and safety. Work preparatory services are provided to people

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- not able to join the general workforce, or who are unable to participate in transitional sheltered workshop within one year (excluding supported employment programs)
- v. Transportation to and from the individuals' place of residence to skill building sites, between skill building sites and back to the beneficiary's place of residence.
2. **Sheltered Employment & Pre-Vocational Training**: that assists an individual in increasing his/her work skills. Services include:
    - i. Sheltered employment, micro enterprises, and any type of paid employment that is based on a deviated wage or piece-rate, and is largely segregated employment from the general community.
  3. **Supported Employment Services**: that assist an individual in increasing his/her ability to gain and maintain competitive, integrated employment in the community. Services may include a variety of evidence-based and best practices including:
    - i. Crew, enclave, and work adjustment training;
    - ii. Supported Employment, including job development, job carving, job coaching, follow-along/job retention, and career development;
    - iii. Transitional Employment Placements.
  4. **Competitive Employment**: that assists an individual in increasing his/her ability to obtain and maintain competitive employment in their community.
- B. The Region 10 PIHP shall request each CMHSP in the region to develop an Employment Committee specific to that county that may include but is not limited to:
1. CMH staff
  2. Contract Employment Staff
  3. Michigan Rehabilitation Services Staff
  4. Intermediate School and/or other School District Staff
  5. Michigan Works
  6. Community College or other Universities and/or Trade Schools
  7. Commission for the Blind Representative
  8. Primary or secondary persons served
  9. Other community stakeholders identified for that county
- C. Each CMH Employment Committee is encouraged to:
1. Leverage local funding through methods such as a Certified Cash Match Agreement with Michigan Rehabilitation Services to support employment services;
  2. Establish employment goals for their county;
  3. Utilize evidence-based or best practices to improve outcomes;
  4. Participate in quarterly regional employment planning meetings;

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5. Share progress, barriers, and best practices at the quarterly regional meetings to brainstorm areas for improvement;
  6. Seek or maintain national accreditation for employment services as deemed necessary and appropriate by each County CMHSP.
- D. The PIHP shall maintain a Regional Committee to explore and increase employment and community integration that will minimally include one (1) designated employment contact staff representative from each county.

The Regional Committee will meet monthly to:

1. Share information and ideas related to innovative employment and community integration strategies,
2. Review outcomes for MDCH Performance Objective Table 5.3.2.4.A.
3. Plan quarterly regional meetings to brainstorm strategies to improve outcomes across Region 10.

V. PROCEDURES: N/A

VI. EXHIBITS: N/A