

# Moving to Competitive and Integrated Employment

A wooden sign with the words "DREAM JOB" carved into it, set against a blue sky with clouds. The sign is made of dark wood and has a pointed right end. The words are in a bold, sans-serif font. The background is a bright blue sky with scattered white clouds.

DREAM JOB

CMHCM Employment Supports and Services Training

# Agenda

- Expanding Employment Supports
- Medicaid Provider Manual Updates
- Case Manager's Role
- Individual Placement & Support,  
Competitive Integrated Employment &  
Customized Employment
- Skill Building
- Group Employment
- Existing Services... Now what?
- Utilization Management
- Guest Speaker





**"Sometimes when you have a label, people don't see your abilities they see your disability." ~2023 MI IPS Summit Participant**

# Labels

- Activity



# Charting the Life Course

- [Charting the LifeCourse](#) is a framework created to help individuals and families of all ages and all abilities develop a vision for a good life under the belief that **all people have the right to live, love, work, play, and pursue their own goals.**
- <https://www.lifecoursetools.com/lifecourse-library/foundational-tools/person-centered/>

# Why the Changes? Employment Supports and Services Evolution Info and Resources

Deinstitutionalization /Americans with Disabilities

ACT <https://ncd.gov/publications/2012/DIToolkit/Introduction#:~:text=Deinstitutionalization%20is%20a%20Civil%20Right,-Clearly%2C%20deinstitutionalization%20and&text=In%20the%20ADA%20of%201990,%2Dsufficiency%20for%20such%20individuals.%E2%80%9D>

Americans with Disabilities ACT (ADA) /Olmstead Decision

[http://www.ada.gov/olmstead/q%7Ca\\_olmstead.htm](http://www.ada.gov/olmstead/q%7Ca_olmstead.htm)

Workforce Innovations and Opportunity Act (WIOA)

[https://www.federalregister.gov/documents/2016/08/19/2016-15980/state-vocational-rehabilitation-services-program-state-supported-employment-services-program#p-](https://www.federalregister.gov/documents/2016/08/19/2016-15980/state-vocational-rehabilitation-services-program-state-supported-employment-services-program#p-246)

[http://www.thearc.org/wp-content/uploads/forchapters/NPM\\_WIOA\\_final.pdf](http://www.thearc.org/wp-content/uploads/forchapters/NPM_WIOA_final.pdf)

Department of Labor (DOL/Office of Disability Employment Policy) Department of Justice (DOJ) Division of Civil Rights ODEP/LEAD Center Specifically Brief #2 <https://leadcenter.org/resources/employment-first-technical-briefs>

Center for Medicaid Services (CMS) (Specifically Behavioral Health Section Definitions for Supported Employment and Skill Building) <http://www.cmhcm.org/resources/medicaid-manual.html>

MDHHS

<https://www.michigan.gov/mdhhs/keep-mi-healthy/mentalhealth/mentalhealth/ebip/ebsc/suppemp>

# MDHHS Employment Works! Policy (2021)

- Excerpt from Michigan Employment Works! Policy (excerpt)
- MDHHS recognizes that employment is an essential element of quality of life for most people, including individuals with a serious mental illness or a developmental disability; including persons with the most significant disability. The Michigan Employment First Executive Order No. 2015-15 “recognizes that competitive employment within an integrated setting is the first priority and optimal outcome for persons with disabilities, regardless of level or type of disability; ...”
- Therefore; in accordance with this Executive Order, it is the policy of MDHHS that:
- Each eligible working age individual over 16 years old (to correlate with transition planning and related MDHHS policy Attachment C 6.9.6.1 School to Community Transition Policy) and for the duration of eligibility for these services/supports. All individuals will be afforded the opportunity to pursue individual competitive, integrated employment. MDHHS shall define individual competitive integrated employment using the definition in the Workforce Innovation & Opportunity Act stated below.
- All individuals will be afforded the opportunity to pursue individual competitive, integrated employment. MDHHS shall define individual competitive integrated employment using the definition in the Workforce Innovation & Opportunity Act stated below.

# Employment Works Policy Excerpt-Continued

- **Competitive integrated employment:** Competitive integrated employment:
- (i) Is performed on a full-time or part-time basis (including self-employment);
- (ii) The individual is compensated at a rate that;
  - a. Is not less than the higher of the rate specified in the Fair Labor Standards Act of 1938, or the State minimum wage law
  - b. Is not less than the customary rate paid by the employer for the same or similar work performed by other employees who are not individuals with disabilities and who are similarly situated in similar occupations by the same employer and who have similar training, experience, and skills; and
  - c. In the case of an individual who is self-employed, yields an income that is comparable to the income received by other individuals who are not individuals with disabilities and who are self-employed in similar occupations or on similar tasks and who have similar training, experience, and skills; and d. Is eligible for the level of benefits provided to other employees;
- (iii) Is at a location that is typically found in the community;
- (iv) The employee with a disability interacts for the purpose of performing the duties of the position with other employees within the particular work unit and the entire work site, and, as appropriate to the work performed, other persons (e.g., customers and vendors), who are not individuals with disabilities (not including supervisory personnel or individuals who are providing services to such employee) to the same extent that employees who are not individuals with disabilities and who are in comparable positions interact with these persons; and
- (v) Presents, as appropriate, opportunities for advancement that are similar to those for other employees who are not individuals with disabilities and who have similar positions.



# Employment Works Policy Excerpt Continued

- Furthermore, specifically, individuals with disabilities hired by community rehabilitation programs to perform work under service contracts, either alone or in groups (e.g., landscaping or janitorial crews), whose interaction with persons without disabilities (other than their supervisors and service providers) is with persons working in or visiting the work locations (and not with employees of the community rehabilitation programs without disabilities in similar positions) would not be performing work in an integrated setting.

# Employment Works policy continued

- In the case of employment for persons with mental illness, MDHHS has adopted the evidence-based practice of Individual Placement and Support (IPS). The definition for the outcome of competitive employment for this specific population remains; individual jobs that anyone can apply for rather than jobs created specifically for people with disabilities. These jobs pay at least minimum wage or the customary wage and level of benefits paid by the employer for the same or similar work performed by individuals who are not disabled. Further, the jobs do not have artificial time limits imposed by the social service agency.

**COMMUNITY MENTAL HEALTH FOR CENTRAL MICHIGAN**  
**SERVICES ADMINISTRATION – CHAPTER 2**  
**DIRECT SERVICES – SECTION 300**  
**COMPETITIVE INTEGRATED EMPLOYMENT SERVICES – SUBJECT 034**

EXCERPTS for full policy see CMHCM Policy

Individual jobs that anyone can apply for, or self-employment, rather than jobs created by others specifically for people with disabilities

The individual is compensated at a rate that:

- is not less than the higher of the rate specified in the Fair Labor Standards Act of 1938, or the State minimum wage law;
- is not less than the customary rate paid by the employer for the same or similar work performed by other employees who are not individuals with disabilities and who are similarly situated in similar occupations by the same employer and who have similar training, experience, and skills, and is eligible for the level of benefits provided to other employees;

in the case of an individual who is self-employed, yields an income that is comparable to the income received by other individuals who are not individuals with disabilities and who are self-employed in similar occupations or on similar tasks and who have similar training, experience, and skills

Is at a location that is typically found in the community;

The individual with a disability interacts for the purpose of performing the duties of the position with co-workers, customers, vendors, etc. to the same extent that persons who are not individuals with disabilities and who are in comparable positions interact with these persons;

Presents, as appropriate, opportunities for growth or advancement that are similar to those for other employees who are not individuals with disabilities and who are similarly situated.

**COMMUNITY MENTAL HEALTH FOR CENTRAL MICHIGAN**  
**SERVICES ADMINISTRATION – CHAPTER 2**  
**DIRECT SERVICES – SECTION 300**  
**COMPETITIVE INTEGRATED EMPLOYMENT SERVICES – SUBJECT 034**

EXCERPTS for full policy see CMHCM Policy Manual

Competitive integrated employment does  
not include:

Jobs that have artificial time limits  
imposed by the social service agency

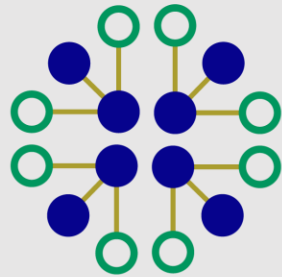
Jobs that do not pay at least the State  
minimum wage or higher

Community work  
crews/enclaves sponsored through a  
social service agency are not a preferred  
outcome of competitive and integrated  
employment, regardless if paid minimum  
wage or higher and individuals work with  
non-disabled members of the community  
or coworkers.

-









Think about what I need to know  
and be able to do when I leave school.



**Community  
Mental Health**  
FOR CENTRAL MICHIGAN

# Medicaid Provider Manual Updates

[Home](#) > Clinical Resources

 CAFAS Dashboard	 Case Holder Onboarding Handbook	 Case Holder Report Dashboard	 Charting the Life Course	 Children's Crisis	 Michigan MPM
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# Skill Building

## **17.4.H. SKILL-BUILDING ASSISTANCE [RE-NUMBERED & CHANGES MADE 4/1/23]**

NOTE: This service is a State Plan EPSDT service when delivered to children birth-21 years.

Skill-building assistance consists of activities identified in the individual plan of services that assist a beneficiary to increase their economic self-sufficiency and/or to engage in meaningful activities such as school, work, and/or volunteering. The services occur in community-based integrated settings and provide knowledge and specialized skill development and/or supports to achieve specific outcomes consistent with the beneficiary's identified goals with the purpose of furthering habilitation goals that will lead to greater opportunities of community independence, inclusion, participation, and productivity. Refer to the Home and Community Based Services chapter for further detail.

Services include:

- Assistance with acquisition, retention, or improvement in self-help, socialization, and adaptive skills;
- Activities that support a beneficiary to attain and retain Individual Competitive Integrated Employment (ICIE) are time-limited and include work pathway services in the community in which a beneficiary 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.



# Skill Building Continued

- Developing and teaching skills that lead to ICIE including, but not limited to, ability to communicate effectively with supervisors, co-workers and customers; generally accepted community workplace conduct and dress; ability to follow directions; ability to attend to tasks; workplace problem-solving skills and strategies; general workplace safety; and mobility training. May also provide learning and work experiences, including volunteering, where the beneficiary can develop general, non-job-task-specific strengths and skills that contribute to employability in ICIE. Such employment related services are expected to occur over a defined period of time, with specific employment-related goals and outcomes to be achieved as determined by the beneficiary's individual plan of service.
- Participation in skill-building is not a required prerequisite for ICIE or receiving supported employment services.

Skill-building service components needed for each beneficiary are documented, coordinated, and non-duplicative of other services otherwise available under a program funded under the Individuals with Disabilities Education Act (IDEA) (20 U.S.C. 1401 et seq.).

If a beneficiary has a need for transportation to participate, maintain, or access the skill-building services, the same provider may be reimbursed for providing this transportation only after it is determined that it is not otherwise available (e.g., volunteer, family member) and is the least expensive available means suitable to the beneficiary's need, in accordance with the Medicaid non-emergency medical transportation policy outlined in the Non-Emergency Medical Transportation chapter of the MDHHS Medicaid Provider Manual. **(revised per bulletin MMP 22-36)**





# Skill Building Tool

## Skill Building (H2014)

### Need Identified

- Does the person have a goal to work? Do they need skill building to increase their economic self-sufficiency and/or engage in meaningful activities such as school (post-secondary education, work and/or volunteering)? (Skill building is NOT a prerequisite for Individual Competitive Integrated Employment (ICIE) or supported employment services.)
- Identified areas must be focused, outcome driven and time-limited.
- Services occur in community-based integrated settings

### Specific Need

- Examples of skills that lead to ICIE include, but not limited to: ability to communicate effectively with co-workers and customers; generally accepted common workplace conduct and dress; ability to follow directions; ability to attend to tasks; workplace problem-solving skills and strategies; general workplace safety; and mobility training.
- The specific skills the person needs to work on must be outlined in the IPOS.

### IPOS

- Contains a measurable goal/objective relating to identified skill need. (Progress is required to be measured.)
- Interventions/supports outline the steps the skill building provider is to take to work with the person to work toward their goal/objective.
- 
- Skill building provider documents services provided and progress made.

### Transportation

- The skill building provider may be authorized for transportation **only after** it is determined transportation is not otherwise available (e.g., volunteer, family member) AND it is the least expensive available means suitable to the individual's need, in accordance with Medicaid non-emergency medical transportation policy outlined in the Non-Emergency Medical Transportation chapter of the MDHHS Medicaid Provider Manual.
- 

### Authorizations

- Authorizations:
  - Initial authorization (H2014) is time limited for up to 6 months for the amount, scope, and duration to assess and build skills.
  - After 6 months, measurable growth in the identified skill areas are assessed.
  - An additional 6 months may be authorized **IF** appropriate. There **MUST** be identifiable and achievable outcomes to continue skill building.
  - Individual may transition to ICIE Assessment and Discovery Phase of Supported Employment
  -

# Supported/Integrated Employment

## **17.4.J. SUPPORTED/INTEGRATED EMPLOYMENT SERVICES [RE-NUMBERED & CHANGES MADE 4/1/23]**

NOTE: This service is a State Plan EPSDT service when delivered to children birth-21 years.

Supported/integrated employment services are services that are provided in a variety of community settings for the purposes of supporting beneficiaries in obtaining and sustaining ICIE. ICIE refers to full- or part-time work at minimum wage or higher, with wages and benefits similar to workers without disabilities performing the same work, and

fully integrated with co-workers without disabilities. Supported employment services promote self-direction, are often customized, and are aimed to meet a beneficiary's personal and career goals and outcomes identified in the IPOS. Services may be provided continuously, intermittently, or on behalf of a beneficiary. Services may be delivered to promote community inclusion and competitive integrated employment.

# Supported/Integrated Employment - Continued

Coverage includes:

- Job-related discovery, person-centered employment/career planning, job placement, job development, negotiation with prospective employers, job analysis, job carving, training and systematic instruction, job coaching, benefits and work incentives planning and management, asset development, career advancement services, career planning that supports the beneficiary to make informed choices about ICIE or self-employment. The outcome of this service is sustained ICIE at or above the minimum wage in an integrated setting in the general workforce and in a job that meets personal and career goals as outlined in the beneficiary's IPOS.

# Supported/Integrated Employment - Continued

Supported employment services include the following categories:

- Individual supported employment supports to attain or sustain paid employment at or above the minimum wage, and career development in an integrated, competitive setting in the general workforce in a job that meets personal and career goals.
- Self-employment refers to an individual-run business that nets the equivalent of a competitive wage, after reasonable period for start-up, and is either home-based or takes place in regular integrated business, industry or community-based settings.
- Small group supported employment support are services and training activities, provided in typical business, industry and community settings for groups of two to six workers with disabilities, paying at least minimum wage that leads to ICIE. The purpose of funding for this service is to support sustained paid employment and work experience that leads to ICIE. Examples include mobile crews and other business-based workgroups employing small groups of workers with disabilities. Small group supported employment must promote integration into the workplace and interaction between workers with disabilities and people who do not have disabilities. Participation in small group supported employment is not a required prerequisite for ICIE or receiving supported employment services.



# Supported/Integrated Employment - Continued

Supported/integrated employment service components needed for each beneficiary are documented, coordinated, and non-duplicative of other services otherwise available under a program funded under IDEA (20 U.S.C. 1401 et seq.).

If a beneficiary has a need for transportation to participate, maintain, or access the supported/integrated employment services, the same service provider may be reimbursed for providing this transportation only after it is determined that it is not otherwise available (e.g., volunteer, family member) and is the least expensive available means suitable to the beneficiary's need, in accordance with Medicaid non-emergency medical transportation policy outlined in the Non-Emergency Medical Transportation chapter. **(revised per bulletin MMP 22-36)**



# Supported/Integrated Employment Tool

## Supported/Integrated Employment Services (H2023) & Job Coaching (H2025)

### Purpose

- Supporting individuals to obtain Individual Competitive Integrated Employment (ICIE). ICIE refers to full or part-time work at minimum wage or higher, with wages and benefits similar to workers without disabilities performing the same work and fully integrated with co-workers without disabilities.
- Promote self-direction, often customized, and aimed to meet personal and career goals and outcomes identified in the IPOS.

### Coverage

- **H2023 1Y - Career Planning/Discovery** - information gathered to pursue job search including employment interests, skills, and strengths. Services result in a written profile and employment effectively outlining interests. Career Planning/Discovery is time limited.
- **H2023 2Y - Job Development/Placement** - Supports achieving ICIE based on the goals determine through career planning/discovery. Job Development plan guides delivery of service. Specific targeted strategies with timeframes with measurable, achievable outcomes must be documented and tracked. Time limited service.
- **H2023 3Y - Self Employed** - Support to establish/maintain an IRS recognized self-employment business. Net income in relation to hours worked is equivalent to no less than minimum wage and reviewed at 6 and 12 months and achieved in no longer than 24 months from start of business as shown by IRS Schedule SE (form 1040).
- **H2023 4Y - Financial Planning** - Informs the individual of opportunities to best ensure, encourage and support that ICIE is feasible and almost always provides more income and often health coverage is retained.
- **H2023 - U - Small Group SE** - Groups of 2 - 6 paying at least minimum wage. Purpose is to support employment and work experience that leads to ICIE. Must promote integration into the workplace and interaction between workers with disabilities and people who do not have disabilities. Service is time limited.
- **H2023 Y5 - Individual Placement & Support** - Evidence Based Practice for SMI population - Bundled Service
- **H2025 SE Job Coaching** - JC for ICIE includes identifying through job analysis, and providing services/supports that assist the individual in maintaining their job.



# Supported/Integrated Employment Tool - Continued

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- Contains measurable goal/objective related to phase of employment.
  - Interventions/supports outline the identified need for SE service as well services/supports provided by the SE provider.
  - SE provider documents services provided and tracks progress.
- 
- The supported employment provider may be authorized for transportation **only after** it is determined transportation is not otherwise available (e.g., volunteer, family member) AND it is the least expensive available means suitable to the individual's need, in accordance with Medicaid non-emergency medical transportation policy in the Non-Emergency Medical Transportation chapter of the MDHHS Medicaid Provider Manual.
- 
- Initial authorization for SE (H2023) is time limited for up to 6 months per employment phase for the amount, scope, and duration for the identified phase.
    - After 6 months, measurable growth is assessed and may be authorized if appropriate.
    - Individual may transition to the next appropriate phase of Supported Employment.
    - H2023 1Y - Career Planning/Discovery
    - H2023 2Y - Job Development/Placement
    - H2023 3Y - Self-Employed
    - H2023 4Y - Financial Planning
    - H2023 -Small Group SE (Providers bill appropriate U modifier based on number of consumers served.)
    - H2023 Y5 - Individual Placement and Support - Evidenced Based Practice SMI - bundled service
    - H2025 Job Coaching
- 
- Ongoing monitoring is required.
  - The expectation is the phases of employment are time limited. This will ensure individuals are not stuck in a phase and there is continued movement through the or more appropriate services.
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# Employment Data

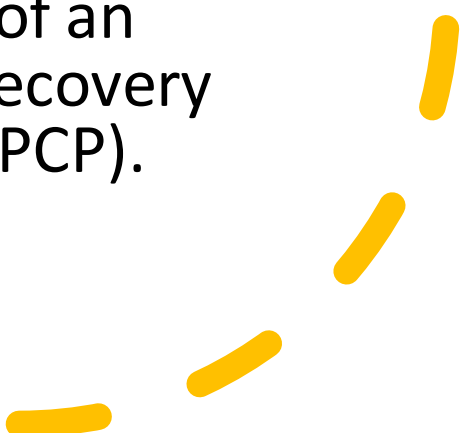
- [Michigan's Data](#)





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# CORE VALUES of CMHCM Employment Supports

- We know that employment is an important social determinant of health and integral part of an individual's vision for a happy life.
  - We assist individuals and their families in setting *High Expectations (not impossible)* for competitive and integrated employment.
  - *We Encourage Work.*
  - Employment planning is imperative in our discussions with the individuals we serve.
  - Employment planning should be included in our assessments and the development of an individual's vision for a happy life/recovery within their Person-Centered Plan (PCP).
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# Encouraging Individual Competitive & Integrated Work

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## RAISING EXPECTATIONS

- Individuals with disabilities including the most significant disabilities can and should be encouraged to work in a job in the community, that pays a competitive wage and is individualized to them.
- For individuals who indicate a desire to work we must not only offer access to competitive and integrated employment opportunities to **ALL** but we should communicate work as an expectation for all.
- The Best Practice to serve individual with a primary Mental Illness is Individualized Placement Supports (IPS)
- The Best Practice to serve individual with a primary Intellectual and Developmental disability is Competitive Integrated Employment (CIE) or Customized Employment

# The Case Manager's Role



# Case Manager's Role Continued

- You are the trained clinical professional to assess medically necessary services for the population that you serve based on their individual goals.
- **QIDP** = **Q**ualified **I**ntellectual **D**isability **P**rofessional – You are trained and have the experience needed to assess and determine the medically necessary supports and services for individuals diagnosed with an intellectual/developmental disability.
- **QMHP** = **Q**ualified **M**ental **H**ealth **P**rofessional – You are trained and have the experience needed to assess and determine the medically necessary supports and services for individuals diagnosed with a mental illness.

# Simplify Your Approach

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- In order to receive employment supports and services, an individual needs to have a goal to work in a individualized, competitive, integrated career/job, either in the community or self-employment. Employment Services can also assist with training and educational goals. We encourage work as an expectation for all working age individuals
  - What are your career goals? What kind of job do you want?
    - If they indicate that they do want to work, present the service options that will assist them in meeting their goal.
    - If **No**, discuss how else they would like to fill their day in a meaningful way.



# Supporting Individuals to Plan for Competitive Employment

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- Employment services or any changes to employment services must be requested by the individual/family. it is **IMPERATIVE** that you as their neutral advocate speak with the individual (and family/supports) that you serve to be sure about what their employment goal, and it is reflected in their individualized plan.
- For example, if a person's goal is to be a Prep Cook or work in a restaurant, we would want supports in the *Assessment and Discovery Phase* of employment to be offering supports that align with that goal. We cannot require them to demonstrate competency or ability, or require attend prerequisite training to demonstrate competency before being referred to or receive individualized service options.

- How did you Plan for Employment?
- Use the Charting the Life Course Support Star






PRESENTED BY THE CHAIRING THE LIFECOURSE NEEDS

# Using the Integrated Supports Star to Plan


An Employment Example



# Integrated Supports Calendar




## INTEGRATED SUPPORT SCHEDULE



Name of Person Completing: \_\_\_\_\_ Date: \_\_\_\_\_

On Behalf of: \_\_\_\_\_

TIME	MON	TUES	WED	THURS	FRI	SAT	SUN
6:00-6:30 AM							
6:30-7:00 AM							
7:00-7:30 AM							
7:30-8:00 AM							
8:00-8:30 AM							
8:30-9:00 AM							
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9:30-10:00 PM							
10:00-6:00 AM							



Developed by the Charting the LifeCourse Nexus - [LifeCourseTools.com](http://LifeCourseTools.com)  
 In partnership with Arch National Respite Network and Resource Center With funds from the  
 U.S. Administration for Community Living - 90LT0002  
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HOW To talk to  
Individuals and Families

*Activity ISS:*

Let's have some reflection on our  
own path and who supported us.

# Individualized Competitive Employment Service

## Options: IPS & Customized Employment/CIE

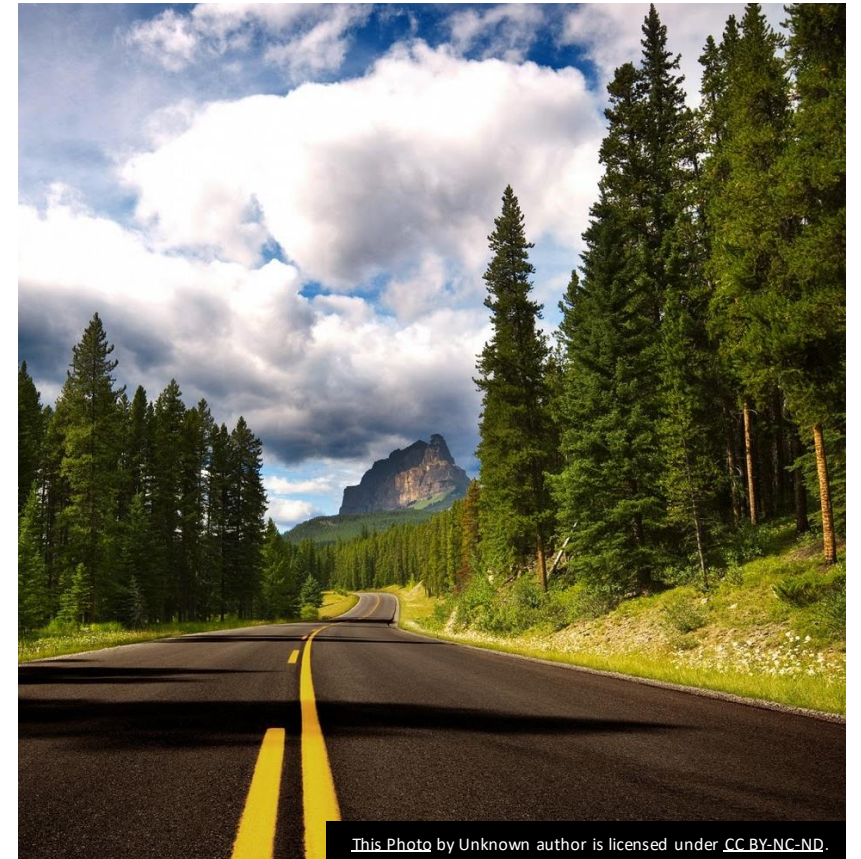
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Individualized Placement Supports IPS (Authorization Code - H2023 Y5 for all aspects of service).

Evidenced Based Practice for individuals with a primary diagnosis of a Mental Illness that follows the Fidelity Model.

Individuals who experience a Mental Illness should be referred either directly to MRS or to an IPS provider if they wish to receive employment supports.

IPS is a "Bundled Service" meaning all supports including assessment & planning, job development & placement, on the job support needs (other than those available in the community) are provided by the IPS Program. This includes coordination with MRS when individuals are jointly served.



This Photo by Unknown author is licensed under CC BY-NC-ND.

# CUSTOMIZED EMPLOYMENT

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- Is a flexible process designed to personalize the employment relationship between a job candidate and an employer in a way that meets the needs of both.
- It is based on an individualized match between the strengths, conditions, and interests of a job candidate and the identified business needs of an employer.
- A customized job can be a set of tasks that differ from the employer's standard job descriptions but are based on tasks that are found within that workplace.
- Assures the provision of reasonable accommodations and supports necessary for the individual to perform the functions of a job is individually negotiated and developed.



# Phases of Customized Employment



Assessment and  
Discovery (H2023 1Y)



Job Development/Job  
Placement (H2023 2Y)



Self-Employment  
(H2023 3Y)



Benefit Planning  
(H2023 4Y)



Job Coaching (H2025)

# Individualized Competitive Employment Service Options

## Assessment and Discovery (H2023 1Y)

This service is designed to be time-limited and target services for an individual who wishes to pursue individual competitive integrated employment or individual self-employment but for whom more information is needed to support a job search including employment interests, skills, or strengths. Career Planning and Discovery services will result in a written profile and employment effectively outlining such interests.

Any individual at any time that we serve can request a referral to MRS for assistance with employment supports. Employment Specialist can also assist with coordination with MRS


For individuals with an intellectual disability and who want CMHCM service to assist with planning for employment, they should most often begin their employment journey in this Phase of Employment



Individualized  
Competitive  
Employment  
Service

- **Job Placement/Job Development (H2023 2Y)**

**For use with H2023 - Job development supports achieving individual competitive integrated employment consistent with the individual's personal and career goals, as determined through Career Planning/Discovery and as identified in the Job Development plan that guides the delivery of this service intended to achieve individual competitive integrated employment. Job development is a time-limited service and may include customized employment. Specific, targeted strategies with timeframes, along with measurable, achievable, outcomes must be documented and tracked. It is necessary to evaluate the success of services at least every six months. Measurable evidence of need must be documented to continue this service beyond six months in a given year. May also utilize for career advancement.**



# Individualized Competitive Integrated Employment Service

- **Benefit Planning (H2023 Y4)**
- **This service is for individuals receiving individualized employment supports**
- **Check out <https://mi.db101.org/>**

## Disability Benefits 101

Michigan

Home | **Work & Benefits** | Programs | My DB101

## Work & Benefits

See how work and benefits go together.



Individualized  
Competitive  
Employment  
Service Options  
(cont'd)

- JOB  
COACHING (H2025)

- Ongoing support to maintain employment  
Job Coaching for individual competitive integrated employment includes identifying, through job analysis, and providing services and supports that assist the individual in maintaining such a job.

# Customize Employment (ICIE)



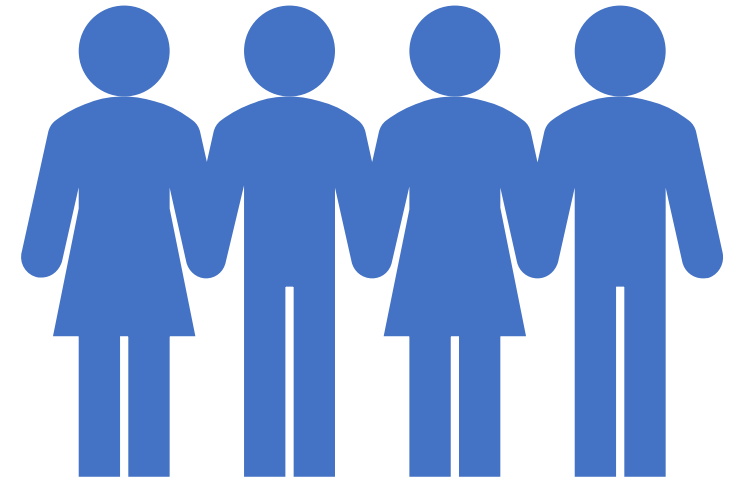
## Supported Employment Groups (Enclaves) H2023 U(x)

Small groups of 2-6 individuals with disabilities who work on a crew, at a job in the community owned by the service provider organization.

Crew members earn at least minimum wage

Enclave/crew members receive a paycheck from the service provider

The job is at a typical business or industry that is located in the community



# Skill Building

## What Vocational Skill Building IS..is

Activities that assist an individual to support goals to attain in school, work and/or volunteering

Activities that help and individual retain/ or attain ICIE

For example, need to communicate effectively with supervisors, co-workers and customers

generally accepted community workplace conduct and dress

ability to follow directions

ability to attend to tasks, workplace problem-solving skills and strategies, general workplace safety, mobility training, learning and work experiences (related to interests) SB is a time limited, community based service to assist an individual to build skill(s) that support goal toward ICIE



## What Vocational Skill Building IS NOT...

A long term job it is training to support an existing job or the job and individual intends to get.

Required before an individual can receive Individualized Employment Services

Indefinite. Skill Building is time limited to receive short term training to achieve a skill



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For new referrals indicating that they would like employment to be a part of their lives.

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Support them with identifying employment supports they have now and supports that they will need.

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One way is to do that is to complete a CTLC Integrated Supports Star and/or a trajectory around employment

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This will provide a good foundation for referral to an employment service provider

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If the individual indicates a desire to receive CMHCM employment service and the service is medically necessary you can and should refer that individual to an ICIE Provider.



# What do we do now? Existing Services

- If an individual is currently receiving skill building or group employment supports (enclaves) and indicates a desire to work competitively in the community, we should assist them in assessing and what supports they have available now and what supports and services they will need to be transition.
- We must plan for a transition to competitive and integrated employment.
- If the individual already has an employment provider, we should assess their desire to continue to work with that provide (as long as the provider provides the requested service) on transition planning for individualized employment services.

# What do we do now? Existing Services

- Meet and talk to the individuals/families you serve about their goals/vision for working or a career
- Remember it is your role to encourage self-advocacy.
- What does the person truly want?
- What does a meaningful day/life mean to them
- This is not what we think they want or a provider thinks that they want. This is your work with the individual and family to determine what supports and services they truly want.
- You will never go wrong if your focus is on the individual and their vision for their life.
- If an individual indicates that they do not have any desire to work, (despite us encouraging competitive work and attempting to assist the individual or family to set high expectation for work) then we will need to assist with developing their vision for a happy life without employment.
- It will be important to assess other areas of their lives supports and services available for this individual to achieve their vision for a happy life/Person Centered goals.





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# Using the Integrated Supports Star to Problem Solve

A Transportation Example



# Supported Employment (SE) H2023 Authorization Changes

- Effective **10/01/2023** – update plans as they come due or if you have an addendum coming due
- Authorizations are **time limited up to 6 months**
- There are different phases of supported employment:
  - Individualized SE that will be authorized as follows (internal and external providers):
  - **H2023 1Y: Career Planning and Discovery**
    - ASD example: (Provider name) Supported Employment H2023 1Y services will be provided 6-8 units, (1 unit = 15 minutes), or 1.5-2 hours per week for the duration of the next six months (auth end date).
    - **Intervention example:** (Provider name) will support (individuals name) with Career Planning and Discovery to pursue individual competitive integrated employment (ICIE) in the community or self-employment. Gather information needed to support a job search including their individualized employment interests/preferences, skills, abilities or strengths through assessments and discovery in a written profile and job development/employment plan effectively outlining such interests. Provide employment exploration opportunities as necessary based on the individual's interests
      - (Review of history, family and other supports interviews, support star, positive personal profile and an employment trajectory).

# Supported Employment H2023 cont.

- **H2023 2Y: Job Development/Placement**
  - ASD example: (Provider name) Supported Employment H2023 2Y services will be provided 6-8 units, (1 unit = 15 minutes), or 1.5-2 hours per week for the duration of the next six months (auth end date).
  - Intervention example: Performing job development supports that achieve individual competitive integrated employment that is consistent with the individual's personal and career goals of (insert goal ie. Prep cook duties), as determined through Career Planning/Discovery and as identified in the Job Development plan that guides the delivery of this service intended to achieve individual competitive integrated employment.
- **H2023 3Y: Self-Employed**
  - IRS Standard: Paid self-employment at home or in the community, where the net income is no less than Michigan's minimum wage, after a reasonable start up period of no longer of 24 months.
- **H2023 4Y: Financial/Benefit Planning** (we use outside resources for this that are available through various providers such as MRS, your provider network or Benefit to Work Incentive Coaches)
  - Service is designed to inform the individual of opportunities to encourage and support that ICIE is feasible & almost always provides more income, and most often, health coverage is retained.

# Supported Employment H2023 cont.

- **Small Group Supported employment provided by a provider**
  - **H2023:** supported employment and the provider will bill the correct U modifier on the back end.
    - ASD Example: (Provider name) Supported Employment H2023 services will be provided 96-120 units, (1 unit = 15 minutes), or 24-30 hours per week for the duration of the next six months (auth end date).
    - Intervention example: (Provider name) staff will work with the (individuals name) on sustained work experience opportunity and building skills as it relates to work pace, being on time, learning a job, remaining on task, arranging work transportation. (Whatever skill they are learning toward ICIE.) (Individuals name) to with 1-2 verbal prompts, keeping themselves on task and increasing their work skills.
    - (Individuals name) will be work with (providers name) to learn to arrange the bus to work, be on time and cancel the bus 3 out of 3 days per week.
    - Provides sustained employment while work toward goals for ICIE

# Skill building H2014 authorization changes

- Effective **10/01/2023** – update plans as they come due or if you have an addendum coming due
- Authorizations are **time limited up to 6 months**
- Initial authorization interventions must contain **developing and teaching skills** that will lead to **Individual Competitive Integrated Employment (ICIE)**
- including but not limited to:
  - communicate effectively with supervisors, co-workers and customers
  - generally accepted community workplace conduct and dress
  - ability to follow directions
  - ability to attend to tasks
  - workplace problem-solving skills and strategies
  - general workplace safety
  - mobility training
  - learning and work experiences (related to interests)

# Skill building H2014 cont.


- Following the first 6 months of Skill Building, **there must be measurable, ongoing progress** and growth in the **skill areas identified in the IPOS**. With appropriate progress and growth, the individual may remain for an additional 6 months in the first phase of Skill Building or transition to ICIE Assessment and Discovery Phase of Supported Employment.
- Amount/Scope and Duration (ASD) Intervention Example:
  - ASD example: (provider name) Skill Building H2014 services will be provided 58-72 units, (1 unit=15 minutes), or 14.5-18 hours per week for the duration of the next six months (auth end date).
  - Intervention example: (Provider Name) will work with consumer on the skills of being on time and staying on task while completing a project with 3 or less verbal prompts per task per day of service.

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# Transportation

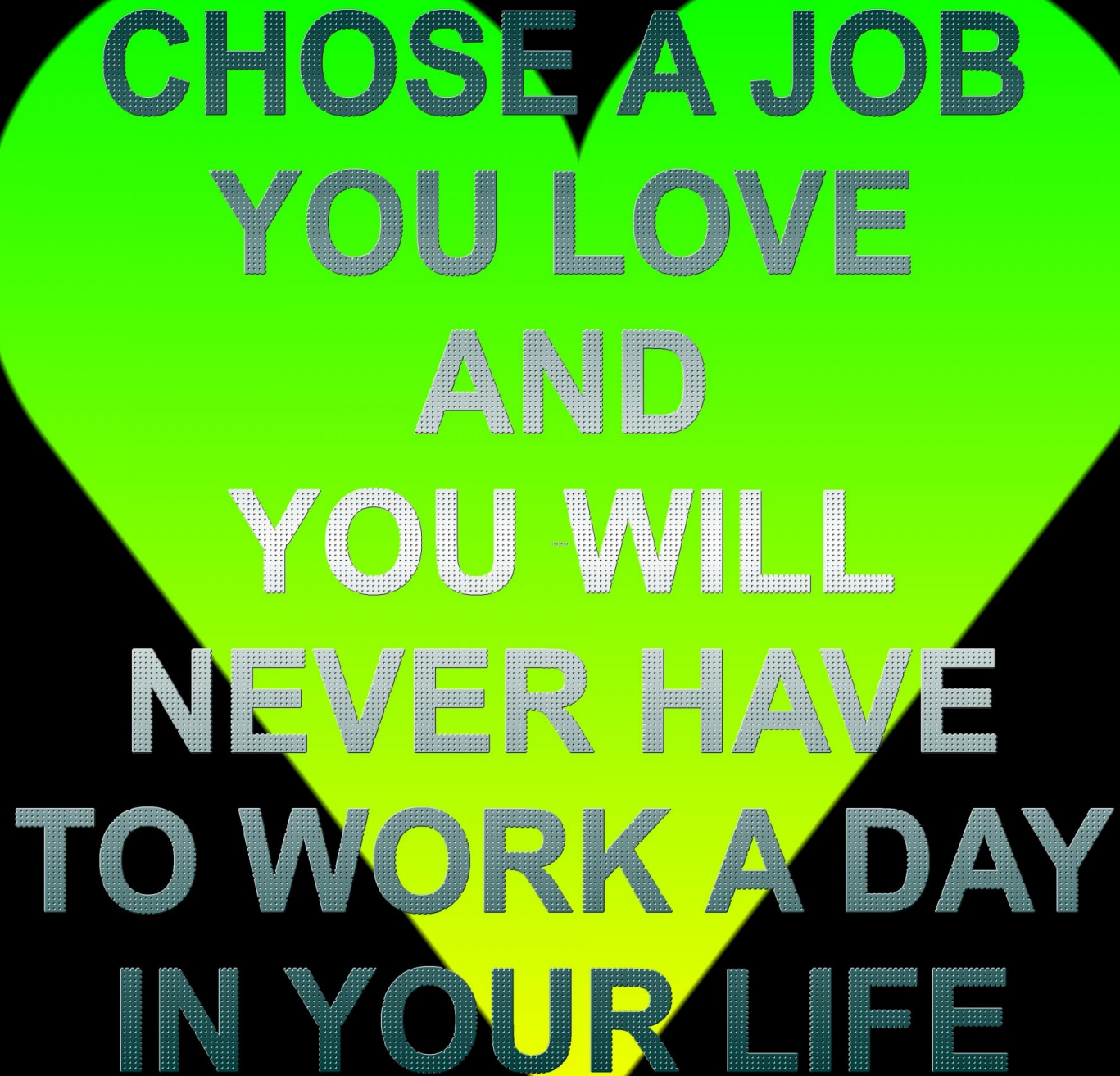
- Transportation authorizations for Skill Building or Supported Employment determination steps:



1. Explore if there is a natural or community support that can provide this service (volunteer or family member)
  2. Ensure this is the least expensive available means suitable to the consumer's needs (look if bus is an option)
  3. Once all other options have been explored then the same provider may be reimbursed for providing the transportation.
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# Important reminders

- Per state direction the authorizations must be time limited to ensure that a consumer continues to move forward in the process towards Individual Competitive Integrated Employment as it aligns with HCBS rule re: community and integrated
- The time limits for this service will also apply to Self-direction arrangements
- Work with the vocational provider and consumer to develop Goals, Objectives and Interventions
- Individual Placement and Support (IPS) is the EBP for consumers with a primary MI diagnosis. H2023 Y5 is a bundled service, and it includes job coaching other options are direct referral to MRS or Clubhouse
- Participation in skill-building or small group supported employment is not a required prerequisite for ICIE or receiving supported employment services
- Individualized employment services are the preferred option for the provision of employment services (this service is the preference for new consumers)
- Services must be coordinated with MRS and documented in the IPOS (MRS will sometimes fund the first 90 days of job coaching and other services the individual may be eligible for)
- Skill Building and Supported Employment are not the same service as CLS so if the consumer no longer wants to work, we will need to evaluate the medical necessity for other services. It will be important to explore with the consumer what they want to do and what they need



**CHOSE A JOB  
YOU LOVE  
AND  
YOU WILL  
NEVER HAVE  
TO WORK A DAY  
IN YOUR LIFE**

Me, My Family, My  
Job

Special Guest



Questions?

