

Behavioral Health (BH) Providers

As a **Behavioral Health provider**, I can expect the people listed below to:

Job Seeker

- Ask questions.
- Complete activities to help identify and achieve training and competitive integrated employment outcomes.
- Discuss who they want to attend planning meetings.
- Participate in their individualized treatment plan.
- Provide information about their training and competitive integrated employment interests.
- Provide consent to exchange information to other employment team members.

Legal Decision Maker (LDM)

- Help the job seeker apply for services and explore service options, as needed.
- Encourage and support the job seeker to pursue either a job or further education after high school.
- Help the job seeker explore what they may want to do for a job in the community.
- Participate in the employment team and support the job seeker's employment process.
- Sign consent forms, when appropriate, to allow all partners on the employment team to be active participants in the job seeker's planning.
- Help the job seeker invite other team members to employment planning meetings, if necessary.

Division of Vocational Rehabilitation (DVR) Representatives

- Provide information about DVR services for employment and school options.
- To invite us to participate throughout the DVR process, including in attending the DVR post-career profile meeting, DVR 60-day on-the-job meeting, and DVR prior-to-transition meeting.
- Assist the job seeker in processing applications for DVR services.
- Determine DVR eligibility and the Order of Selection waitlist category.
- Assist in providing time estimate for waitlist if the job seeker is placed in closed category.
- Participate in the coordination of the individual's plans, individual plan employment (IPE) with the treatment plan.
- Evaluate the job seeker's progress towards achieving their training and employment goal(s) and review their IPE.
- Exchange information with behavioral health provider, with a signed release.
- Participate in the coordination of the transition from DVR services to long-term support.
- Connect the job seeker with a qualified benefits specialist.

- Communicate progress and issues as the job seeker works with DVR to obtain their employment.

Aging and Disability Resource Centers (ADRC) or Tribal Aging and Disability Resource Specialist (Tribal ADRS)

- Determine the job seeker's initial functional eligibility for long-term care services and supports for Family Care, Family Care Partnership, and IRIS.
- Provide the job seeker with enrollment counseling for Family Care, Family Care Partnership, or IRIS.
- Provide information to the job seeker about competitive integrated employment, employment support options, and further educational options.
- Inform the job seeker of their appeal rights if there is disagreement with the functional eligibility determination from the ADRC.
- Assist the job seeker to apply for other benefits that may be available to the job seeker (e.g., FoodShare, DVR etc.).
- Exchange information about the job seeker with other members of the employment team with a signed release.

Managed Care Organizations (MCO)

- Provide the job seeker with an Interdisciplinary team (IDT) which includes a care manager and a nurse to work with them in the Family Care or Family Care Partnership Program.
- Share information about services available to the job seeker that supports their competitive integrated employment outcome(s).
- Get to know the job seeker by developing their individualized member-centered plan (MCP).
- Help the job seeker obtain DVR services when they want to work in competitive integrated employment and if they want to seek further training to achieve their employment outcome(s).
- Help the job seeker connect with behavioral health or other psychosocial rehabilitation processes that may be available through the county if and when the job seeker needs them.
- Invite behavioral health staff to participate throughout the MCP process including collaborating on employment and behavioral health outcomes, with permission, if staff is engaged in the job seeker's life.
- Attend semi-annual or annual team meetings (sometimes called the treatment team or recovery team meeting). This includes participating in planning for supports and sharing information while creating the behavioral health treatment plan.
- Communicate information, changes, and updates to DVR that could affect the job seekers progress in meeting their employment outcomes (e.g., residential moves, transportation, health issues, medication changes etc.).

- Complete the Resource Allocation Decision (RAD) process when developing the job seeker's long-term care plan for employment while engaging with DVR to assure a smooth transition of services and support to maintain their employment outcome(s).
- Coordinate Member Centered Plan (MCP) services with Individual Plan for Employment (IPE).
- Attend meetings and participate throughout the DVR process, including minimally participating in the DVR post-career profile, DVR 60-day on-the-job, and DVR prior-to-transition meetings.
- Participate in ongoing employment discussions and meetings with the employment team engaging in decisions about the job seeker's employment outcomes.
- Work with the job seeker to sign release of information forms to allow partners on the employment team to be active in employment planning.
- Inform the job seeker of their grievance and appeal rights.

IRIS (Include, Respect, I Self-Direct) Consultant Agency (ICA)

- Provide an IRIS Consultant (IC) to assist the job seeker.
- Provide the job seeker with information about choices and responsibilities of being an IRIS participant.
- Provide information about resources that assist the job seeker meet their employment outcomes, including applying for DVR services when they want to work.
- Engage the job seeker in discussion about competitive integrated employment.
- Include competitive integrated employment goals and outcomes in the job seeker's IRIS Service and Support Plan (ISSP) when the job seeker wants to work and coordinate their ISSP with their DVR Individual plan for Employment (IPE).
- Help the job seeker design their individual support and service plan within their budget.
- Participate throughout the DVR process, including in the DVR post-career profile, DVR 60-day on-the-job, and DVR prior-to-transition meetings.
- Participate in the coordination of the job seeker's transition from DVR to long-term support that addresses their ongoing support needs so they can continue to meet their employment outcomes and maintain their employment.
- Obtain release of information from the job seeker so the employment team can communicate with each other.
- Inform the job seeker of their grievance and appeal rights.

Vocational Services Provider

- Listen to the job seeker about what they want to do for work, where they would like to work, and provide support to meet their employment goal(s).
- Deliver services in a timely manner using best practices including individualized, person-centered, strength-based employment planning and support.
- Help the job seeker determine their preferences for employment.
- Contact employers on the job seeker's behalf to find and maintain a job.
- Collaborate with the job seeker to explore their existing networks.
- Provide a variety of community-based work experiences for the job seeker to learn about their skills, abilities, and interests.

- Provide written reports to DVR as required by the DVR technical specifications and provide copies to employment team if requested along with other documentation as required.
- Attend and participate in employment team meetings, communicating progress and changes.
- Collaborate with the job seeker and their team to identify quality job matches that benefit both the employer and the job seeker.
- Provide on-the-job support to help the job seeker learn their job, if needed, with the intentional goal of maximizing independence.
- Help the job seeker maximize independence by exploring avenues to fade support including natural, remote, and paid coworker support, including assistive technology.
- Provide on-going support services to the job seeker and their employer, when needed.
- Attend treatment plan review meetings as requested by the job seeker.
- Coordinate with the employment team throughout the DVR process, including participation in the DVR post-career profile, DVR 60-day on-the-job, and DVR prior-to-transition meetings.
- Continue to communicate with and attend employment team meetings, as needed, after the transition from DVR services to long-term support.

As a Behavioral Health (BH) Provider

I am expected to:

- ✓ Collaborate with the job seeker to create person-centered plans that will help meet their behavioral /and mental health goals.
- ✓ Identify supports and services to help manage physical and mental health such as managing medications, learning life skills, finding/attending therapy and support groups, building peer connections, and developing coping skills.
- ✓ Provide support by attending treatment team meetings when invited.
- ✓ Make sure that releases are specific to the information being requested and addressed to a person correctly.
- ✓ Assist with making connections to employment and education service providers and DVR in a timely manner.
- ✓ Inform the job seeker of their appeal rights if they disagree with a decision of the behavioral health staff.
- ✓ Participate in the coordination of the transition from DVR to ongoing employment support as needed.
- ✓ Communicate any information, changes, and updates to employment team that could possibly impact the job seeker or their job.