



Clark County Regional Support Network Policy Statement

Policy No.: QM13
Policy Title: Employment Services and Resources
Effective Date: September 1, 2001

Policy: The Clark County Regional Support Network (CCRSN) shall ensure that all eligible CCRSN funded individuals have access to a range of recovery-oriented employment services according to their needs and in coordination with local and state employment programs. CCRSN shall promote the development and enhancement of employment resources available to providers and consumers of services within the CCRSN service delivery system.

Reference: WAC 388-865-0240; WAC 388-865-0464, DSHS State Mental Health Contract and Prepaid Inpatient Health Plan RSN Agreements; Americans with Disabilities Act (ADA) of 1990; and Washington State Antidiscrimination law (or their successors).


Procedure:

1. CCRSN contracted providers shall assess the employment needs and strengths of individuals aged 14 (Working Age) and above receiving services and provide the appropriate referrals, coordination of services, or direct supported employment services necessary in accordance with state and federal rules referenced in this policy.
2. CCRSN contracted providers licensed to provide employment services shall ensure that consumers with identified employment needs have access to employment services. These services and modalities shall be based on the principles and practices of Evidence-Based Practice Supported Employment including:
 - a) An assessment of work history, skills, training, education, and personal career goals.
 - b) Information about how employment will affect income and benefits the consumer is receiving.
 - c) Preparation skills such as resume development and interview skills consistent with their stated goals.
 - d) Involvement and direction from consumers in creating and revising individualized job and career development plans that include:
 - i. Consumer Strengths
 - ii. Consumer Abilities
 - iii. Consumer Preferences
 - iv. Consumer Desired Outcomes
 - e) Assistance in locating employment opportunities that are consistent with the consumer's strengths, abilities, preferences, desired outcomes, priorities, concerns and interests.

- f) Integrated supported employment within the community mental health setting, outreach/job coaching and support in a normalized or integrated work site, if necessary to ensure successful retention of employment.
 - g) Interaction with the individuals employer to support stable employment and advise about reasonable accommodation in keeping with the Americans with Disabilities Act (ADA) of 1990 and Washington State Antidiscrimination law.
 - h) Payment to consumers that is in accordance to the Fair Labor Standards Act and safety standards that comply with local and state regulations if the provider employs consumers.
3. CCRSN shall ensure that providers participate in referrals and service coordination activities on behalf of common individuals as appropriate, with other employment programs and/or organizations including:
 - a) Division of Vocational Rehabilitation
 - b) Washington State Employment Security/WorkSource
 - c) Local business community
 - d) Job placement services
 - e) Clubhouse
 - f) CVAB
 4. CCRSN shall ensure, through its contracts with licensed employment providers that Supported Employment Services are not provided to Medicaid consumers, who currently receive federally funded vocational services such as those are provided through the Division of Vocational Rehabilitation.

Supported Employment Services can be provided to individuals who are in “extended services” (The period of time in which a job placement is stabilizing to plan closure) during which time they are not receiving federally funded vocational services such as those provided through the Division of Vocational Rehabilitation.

5. CCRSN shall ensure that Supported Employment Services are provided by or under the supervision of a mental health professional.
6. CCRSN shall ensure compliance with the provisions of this policy through data review and through its annual provider review process.

Approved By: 
 Vanessa Gaston, Director
 Clark County
 Department of Community Services

Date: 1/26/09