

# Supported Employment Services For NOW/COMP Waiver Participants

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**BE D·B·H·D·D**

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# Objectives

What is  
Supported  
Employment

What is  
Competitive  
Integrated  
Employment

Why Start at  
GVRA

The Referral  
Process to  
GVRA

GVRA's Role

The Return Process  
from GVRA

Training & Other  
Resources

# What is Supported Employment (SE)?

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A service that assists individuals with intellectual and developmental disabilities (I/DD) to:

- Find and maintain meaningful work that matches their individual needs
- Receive competitive employment at or above the minimum wage
- Be integrated in their community

# What is Supported Employment (SE)?

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- Supported Employment service provides ongoing supports that enable individuals, for whom competitive employment at or above the minimum wage is unlikely, without the provision of supports, and who, because of their disabilities, need supports to work in an integrated work setting.
- Supported Employment services are distinct from other services and do not occur at the same time of day as other services.

# What is Competitive Integrated Employment (CIE)?

- Full-time or part-time work in an individual job
  - can include self-employment
- The workplace is in the community
- The workplace is not owned or managed by a service provider
- The pay is minimum wage or higher
- The person receiving supports works and interacts with coworkers who do not have disabilities at the same frequency and accessibility as any coworker

# Competitive Integrated Employment Expectations

- Everyone has talents, skills, and abilities
- Everyone has interests and preferences
- Everyone can work when they have the right supports
- Everyone is “ready as they are”
- Competitive Integrated Employment is the first and preferred option in public funded services\*

# Competitive Integrated Employment Expectations

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- Supported Employment/Competitive Integrated Employment should be promoted as the first and preferred option offered to people with disabilities receiving government funded services.

**Georgia's Employment First Act (HB 831) was signed into Law May 8, 2018,  
by Governor Nathan Deal**

# Benefits of Competitive Integrated Employment

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- Gives the individual responsibility in his or her community
- Gives the individual a sense of self-worth and empowerment
- Increases the individual's social network and friends
- Can increase the individual's health and overall mental well being



# Having the Employment Conversation

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- Competitive Integrated Employment is a journey and goes beyond a single conversation
- The phrasing of questions is important to informed decision-making
- The individual is an important part of the discussion, even if a guardian is appointed

# Why Start at GVRA?

## Waiver Manual Special Eligibility Conditions

Supported Employment Services are available only for individuals for whom the service is not available under a program funded under section 110 of the Rehabilitation Act of 1973 or the IDEA (20 U.S.C. 1401 et seq.). Documentation is maintained in the file of each individual receiving Supported Employment Services that these services are not available through any of these programs.

## Non-Covered Services

Services that are available under a program funded under section 110 of the Rehabilitation Act of 1973 or the IDEA (20 U.S.C. 1401 et seq.).

# GVRA Funds

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Discovery and  
Customized  
Employment

Job  
Development

Job  
Placement

Stabilization  
Support

# NOW/COMP Waiver Funds

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Job  
Maintenance  
Supports



Individualized  
Career  
Planning



Support  
Coordination



Ongoing  
Evaluation of  
Unmet Needs

# The Referral Process to GVRA begins with the SC

## 1. The Support Coordinator (SC):

- Educates the job seeker about CIE
- Discusses choice of SE Providers
- Contacts the SE Provider to confirm availability
- Requests completed and signed Provider Choice Form
- Requests completed and signed and Release of Information (ROI) forms (GVRA, DBHDD, and SE Provider ROIs)
- Completes the GVRA Referral Form
- Prepares the referral packet to include:

# The Referral Process to GVRA

- ✓ Completed GVRA referral form for DBHDD collaboration
- ✓ 3 Signed ROIs for GVRA, DBHDD, and SE Provider
- ✓ Psychological evaluation and/or Psychological Consultation from DBHDD\* (if available) and/or other documents which may assist GVRA in determining eligibility

*\*Do not send third-party documents;  
release only documents created by the Regional Office*

# The Referral Process to GVRA

## 2. The Support Coordinator (SC):

- Emails the **encrypted** referral packet to the SE Provider of choice and to the GVRA inbox: [Dbhddreferrals@gvs.ga.gov](mailto:Dbhddreferrals@gvs.ga.gov) and copies the DBHDD Supported Employment inbox: [SupportedEmployment@dbhdd.ga.gov](mailto:SupportedEmployment@dbhdd.ga.gov)
- Writes in the email subject line: ***DBHDD SE Referral for GVRA***
- Documents in Support Notes in the DBHDD case management system that a referral was made to GVRA
- Uploads the referral packet with all 3 ROIs to IDD-Connects
- Follows up with the SE Provider and maintains communication for GVRA employment status

# The Referral Process to GVRA

## 2. The Supported Employment Provider:

- Replies “to all” in the email to confirm acceptance of the referral
- Follows up and works with the DD Counselor at GVRA to secure SE services for the job seeker
- If applicable, pauses NOW/COMP waiver billing when the SE Service Identification meeting is conducted with the GVRA counselor, Provider, and the job seeker
- Keeps the SC updated on status changes at GVRA



# GVRA's Role

- GVRA is a resource for Supported Employment (SE) services:
  - Traditional Supported Employment
  - Customized Supported Employment
  - IPS Supported Employment (specifically for Behavioral Health)
- GVRA works collaboratively with providers to deliver SE services.
- Supported Employment services are for those determined Most Significantly Disabled, Priority Category 1
- In addition, GVRA provides assistance in developing resumes, sharing job leads, and with job placement.



# **GVRA - Before the Transition to Extended Services**

## **Five Phases for Traditional SE**

1. Service identification
2. Job development/placement
3. Training and Initiation of ongoing supports
4. Stabilization
5. Vocational Rehab (VR) services completion and transition to extended services

## **Seven Phases of Customized SE**

1. Plan and conduct a meeting for service identification
2. Discovery assessment
3. Discovery profile meeting
4. Job development/placement
5. Training and initiation of ongoing supports
6. Stabilization
7. VR services completion and transition to extended services

# What is Customized Employment?

- A personalized relationship between the *supported employee* and the employer that meets the needs of both. Through a process of discovery, it identifies the unique strengths, needs and interest of the job seeker and it enables the job seeker and employer to negotiate job tasks. The job may not already exist. Unmet needs of the employer are identified during this process and a new job may be created.
- Helps alleviate the misconception that an individual may not be able to work in the community because of his/her disability.
- Many individuals/guardians/parents are either not familiar or do not understand the benefits of customized employment.

# What is Traditional Supported Employment?

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This is for individuals who qualify for Supported Employment service and need intensive job coaching and ongoing supports but are not in need of intensive job negotiation. The job may already be posted by the employer.

# The Return Process from GVRA

- Prior to GVRA's service completion date, the SE Provider emails the Extended Services Plan (ESP) and ROI to the Support Coordinator, the DD Counselor, [Dbhddreferrals@gvs.ga.gov](mailto:Dbhddreferrals@gvs.ga.gov) and [SupportedEmployment@dbhdd.ga.gov](mailto:SupportedEmployment@dbhdd.ga.gov)
- The Support Coordinator uploads the ESP to the DBHDD case management system and documents in Support Notes that the individual has returned from GVRA.
- The Support Coordinator submits and ISP version change to add Supported Employment services.
  - The supported employee begins NOW/COMP funded Supported Employment extended supports on the first day of the month after the transition date on the ESP.

# The Prior Authorization (PA)

- Both SEI and SEG can be added to the Individualized Service Plan (ISP) of an individual who is working in the community in Competitive Integrated Employment, receiving NOW/COMP Waiver funded extended SE supports. SEG is being used to designate **job maintenance** or follow along (extended) supports only for individuals working 60 hours per month or more; SEI is used for individuals working less than 60 hours per month.
- Reduce the number of ISP version changes needed in IDD Connects and extra work for SCs and Field Operation Analysts (OAs) relating to adding/removing SEG or SEI when an individual's work hours change due to a variety of circumstances. (i.e., illness or vacation resulting in reduction of work hours in a specific month).

# Training & Other Supported Employment Resources

- Georgia Vocational Rehabilitation Agency (GVRA)
  - <https://gvs.georgia.gov/>
  - For issues or concerns with GVRA services, please contact GVRA Customer Care Team at: [WeCare@gvs.ga.gov](mailto:WeCare@gvs.ga.gov) or 844-FOR-GVRA (844-367-4872)
  - For Supported Employment issues, reach out directly to Sharon De Mille (404) 780 6959
- Relias Training - [relias.admin@dbhdd.ga.gov](mailto:relias.admin@dbhdd.ga.gov)
  - How to have the employment conversation
- Supported Employment Regional Gardens facilitated by Wise
  - Beth McKenney - [Beth@gowise.org](mailto:Beth@gowise.org)

# Supported Employment Services - Annual Maximums

## NOW/COMP Waiver Program Part III - Appendix A

### COMP

- Annual Limit for Supported Employment Individual and Supported Employment Group combined = **\$10,454.00**

### NOW

- Annual Limit for Supported Employment Individual and Supported Employment Group combined = **\$17,856.00**



# Supported Employment Services – Medicaid System Audits

## GAMMIS Limit Audits

### COMP (Error Code 6739)

	Rule	Eff/End Dates	Act/Inact Dates	Current Claim Form	History Claim Form	Money Limit	Time Span	Time Unit	Unit Type
<a href="#">View History</a>	5059480	20210301 - 22991231	19000101 - 22991231	APCP	APHP ,CURR	10454	1	R - Member Rolling Birthday Period	A - Amt Allowed

### NOW (Error Code 6505)

	Rule	Eff/End Dates	Act/Inact Dates	Current Claim Form	History Claim Form	Money Limit	Time Span	Time Unit	Unit Type
<a href="#">View History</a>	5048460	20171001 - 22991231	19000101 - 22991231	APCP	APHP ,CURR	17856	1	R - Member Rolling Birthday Period	A - Amt Allowed

# Questions



# Contact Us

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**DBHDD** Supported Employment Inbox

[SupportedEmployment@dbhdd.ga.gov](mailto:SupportedEmployment@dbhdd.ga.gov)

**GVRA** Supported Employment Inbox

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Disabilities

- BE D·B·H·D·D**
- BE COMPASSIONATE**
- BE PREPARED**
- BE RESPECTFUL**
- BE PROFESSIONAL**
- BE CARING**
- BE EXCEPTIONAL**
- BE INSPIRED**
- BE ENGAGED**
- BE ACCOUNTABLE**
- BE INFORMED**
- BE FLEXIBLE**
- BE HOPEFUL**
- BE CONNECTED**
- BE D·B·H·D·D**