

Georgia Department of Behavioral Health & Developmental Disabilities

Judy Fitzgerald, Commissioner

Office of Adult Mental Health

Supported Employment Fidelity Review Report

Provider: Avita

Date(s) of Review: 10-22-19

Region: 1

SUPPORTED EMPLOYMENT FIDELITY SCALE

STAFFING		
1. Caseload size	Rating	
Employment specialists have individual employment caseloads. The maximum caseload for any full-		
time employment specialist is 20 or fewer.		
2. Employment services staff	Rating	
Employment specialists provide only employment services.	4	
3. Vocational generalists	Rating	
Each employment specialist carries out all phases of employment service, including intake, engagement, assessment, job placement, job coaching, and follow-along supports before step down to less intensive employment support from another MH practitioner.	5	
ORGANIZATION		
1. Integration of rehabilitation with mental health through team assignment	Rating	
Employment specialists are part of up to 2 mental health treatment teams from which at least 90% of the employment specialist's caseload is comprised.	5	
2. Integration of rehabilitation with mental health through frequent team member contact	Rating	
 ES attends weekly MH treatment team meetings. ES participates actively in treatment team meetings with shared decision-making. Employment services documentation (i.e., vocational assessment/profile, employment plan, progress note) is integrated into consumer's MH treatment record. ES's office is located in close proximity to (or shared with) his/her MH treatment team members. ES helps the team think about employment for people who haven't yet been referred to supported employment services. 	3	
3. Collaboration between Employment Specialists and Vocational Rehabilitation Counselors	Rating	
The employment specialist and VR counselors have frequent contact for the purpose of discussing shared consumers and identifying potential referrals.	5	
4. Vocational unit	Rating	
At least 2 full-time employment specialists and a team leader comprise the employment unit. They have weekly client-based group supervision following the supported employment model in which strategies are identified and job leads are shared. They provide coverage for each other's caseload when needed.	4	
5. Role of employment supervisor	Rating	
Supported employment unit is led by a supported employment team leader. Employment specialists' skills are developed and improved through outcome-based supervision.		

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0	One full-time supervisor is responsible for no more than 10 employment specialists.	
0	The supervisor does not have other supervisory responsibilities. (Program leaders supervising	
	fewer than 10 employment specialists may spend a percentage of time on other supervisor	
	activities on a prorated basis.)	5
0	Supervisor conducts weekly supported employment supervision designed to review consumer	
	situations and identify new strategies and ideas to help consumers in their work	
0	Supervisor communicates with mental health treatment team leaders to ensure that services	
Ũ	are integrated, to problem solve programmatic issues and to be a champion for the value of	
	work. Attends a meeting for each mental health treatment team on a quarterly basis.	
0	Supervisor accompanies employment specialists who are new or having difficulty with job	
0	development, in the field monthly to improve skills by observing, modeling and giving feedback	
	on skills, e.g., meeting employers for job development.	
-		
0	Supervisor reviews current consumer outcomes with employment specialists and sets goals to	
C 7 .	improve program performance at least quarterly.	Dating
	o exclusion criteria	Rating
	sumers interested in working have access to supported employment services regardless of job	
	ess factors, substance abuse, symptoms, history of violent behavior, cognition impairments,	
	ent non-adherence, and personal presentation. These apply during supported employment	
	s, too. Employment specialists offer to help with another job when one has ended regardless of	3
	son that the job ended or the number of jobs held. If VR has screening criteria, the mental health	
	does not use them to exclude anybody. Consumers are not screened out formally or informally.	
7. Age	ncy focus on competitive employment	Rating
Agency	promotes competitive work through multiple strategies.	
0	Agency intake includes questions about interest in employment.	
0	Agency includes questions about interest in employment on all annual (or semi-annual)	5
	assessment or treatment plan reviews.	
0	Agency displays written postings (e.g., brochures, bulletin boards, posters) about working and	
	supported employment services, in lobby and other waiting areas.	
0	Agency supports ways for consumers to share work stories with other consumers and staff (e.g.,	
	agency wide employment recognition events, in-service training, peer support groups, agency	
	newsletter articles, invited speakers at consumer treatment groups, etc.) at least twice a year.	
0	Agency measures rate of competitive employment on at least a quarterly basis and shares	
-	outcomes with agency leadership and staff.	
8. Exe	cutive team support for supported employment	Rating
	executive team members assist with supported employment implementation and sustainability.	
0 0	Executive Director and Clinical Director demonstrate knowledge regarding the principals of	5
-	evidence-based supported employment.	
0	Agency QA process includes an explicit review of the SE program, or components of the	
0	program, at least every 6 months through the use of the Supported Employment Fidelity Scale,	
	or until achieving high fidelity, and at least yearly thereafter. Agency QA process uses the results	
~	of the fidelity assessment to improve SE implementation and sustainability.	
0	At least one member of the executive team actively participates in SE leadership team (steering	
	committee) meetings that occur at least every six months for high fidelity programs and at least	
	quarterly for programs that have not yet achieved high fidelity. Steering committee is defined as	
	a diverse group of stakeholders charged with reviewing fidelity, program implementation, and	
	the service delivery system. Committee develops written action plans aimed at developing or sustaining high fidelity services.	

\circ The agency CEO/Executive Director communicates how SE services support the mission of the	
agency and articulates clear and specific goals for SE and/or competitive employment to all staff	
during the first six months and at least yearly annually (i.e., SE Kickoff, all-agency meetings,	
agency newsletters, etc.). This item is not delegated to another administrator.	
• The SE program leader shares information about EBP barrier and facilitators with the executive	
team (including the CEO) at least twice each year. The executive team helps the program leader	
identify and implement solutions to barriers.	
SERVICES	
1. Work incentives planning	Rating
All consumers are offered assistance in obtaining comprehensive, individualized work incentives	
planning before starting a new job and assistance accessing work incentives planning thereafter when	
making decisions about changes in work hours and pay. Work incentives' planning includes SSA	
benefits, medical benefits, medication subsidies, housing subsidies, food stamps, spouse and dependent	
children benefits, past job retirement benefits and any other source of income. Consumers are	5
provided information and assistance about reporting earnings to SSA, housing programs, VA programs,	
etc., depending on the person's benefits.	
2. Disclosure	Rating
Employment specialists provide consumers with accurate information and assist with evaluating their	
choices to make an informed decision regarding what is revealed to the employer about having a	
disability.	
 Employment specialists do not require all consumers to disclose their psychiatric disability at 	
the work site in order to receive services.	3
	5
and cons) of disclosure at the work site in advance of consumers disclosing at the work site.	
Employment specialists describe how disclosure relates to requesting accommodations and the	
employment specialist's role communicating with the employer.	
• Employment specialists discuss specific information to be disclosed (e.g., disclose receiving	
mental health treatment, or presence of a psychiatric disability, or difficulty with anxiety, etc.)	
and offer examples of what could be said to employers.	
• Employment specialists discuss disclosure on more than one occasion (e.g., if consumers have	
not found employment after two months or if consumers reports difficulties on the job).	
3. Ongoing, work-based vocational assessment	Rating
Initial vocational profile/assessment occurs over 2-3 sessions and is updated with information from	
work experiences in competitive jobs. A vocational profile form that includes information about	
preferences, experiences, skills, current adjustment, strengths, personal contacts, etc., is updated with	-
each new job experience. Aims at problem solving using environmental assessments and consideration	5
of reasonable accommodations. Sources of information include the consumer, MH treatment team,	
clinical records, and with the consumer's permission, from family members and previous employers.	
4. Rapid search for competitive job	Rating
Initial employment assessment and face-to-face employer contact by the consumer or the employment	5
specialist about a competitive job occurs within 30 days after program entry.	Deting
5. Individualized job search	Rating
Employment specialists make employer contacts aimed at making a good job match based on	_
consumers' preferences and needs rather than the job market (i.e. those jobs that are readily available).	2
An individualized job search plan is developed and updated with information from the vocational	
assessment/profile form and new job/educational experiences.	
6. Job development- frequent employer contact	Rating

consumers looking for work. An employer contact is counted even when an employment specialists 5 meets with the same employer more than one time in a week, and when the consumer is present or not. Consumer-specific and generic contacts are included. Employment specialists use a weekly 5 ob development - quality of employer contact Ratin Employment specialists build relationships with employers through multiple visits in person that are alanned to learn the needs of the employer, convey what the SE program offers to the employer, 5 8 Jobrestiy of job types Ratin Employment specialists basist consumers in obtaining jobs with different employers. 5 10. Competitive jobs Ratin Employment specialists assist consumers in obtaining jobs with different employers. 5 10. Competitive jobs Ratin Employment specialists assist consumers in obtaining jobs with different employers. 5 10. Competitive jobs Ratin Consumers receive different types of support for working a job that are based on the job, consumer preferences, work history, needs, etc. Supports are provided by a variety of people, including treatment ream members (e.g. medication changes, social skills training, encouragement), family, friends, co-workers (i.e. attural supports) and employment specialist. Employment specialist also provides 5 20 proversity of follow along supports Ratin Employment specialist have		
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