



Date Issued: 03/14

Date Reviewed and/or Revised: 08/25

REGION 10 PIHP

SUBJECT Employment and Community Activities	CHAPTER 05	SECTION 03	SUBJECT 05
CHAPTER Clinical Practice Guidelines	SECTION Care Delivery		
WRITTEN BY Employment Policy Workgroup	REVIEWED BY April Torz		AUTHORIZED BY PIHP Board

I. APPLICATION:

- ☐ PIHP Board ☒ CMHSP Providers ☐ SUD Providers
☐ PIHP Staff ☐ CMHSP Subcontractors

II. POLICY STATEMENT:

It shall be the policy of the Region 10 PIHP that competitive, integrated employment in the community for which an individual 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 is the optimal outcome of Pre-Vocational/Skill-Building services. All pre-vocational and supported employment services should be reviewed and considered part of an individual plan of services (IPOS) developed through a person-centered planning process, no less than annually, more frequently as necessary or requested by the person served. Services and supports should be designed to support successful employment outcomes consistent with the choice and preferred outcomes of the individual's goals and reflected in the IPOS. Region 10 PIHP encourages its provider network to provide services in the most integrated setting appropriate to the needs of qualified persons served with disabilities.

III. DEFINITIONS:

None.

IV. STANDARDS:

- A. The Region 10 PIHP supports and encourages each CMHSP within the region maintain a continuum of pre-vocational and skill building services to meet the needs of the persons served, including, but not limited to:
1. Skill Building Assistance: that assists an individual in increasing his/her economic self-sufficiency and/or engage in meaningful activities such as school, work and/or volunteering. Services include:
 - a. Out of home adaptive skills training including acquisition, retention or improvement in self-help, socialization and adaptive skills

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- b. Mobility, transferring and personal hygiene function
 - c. Physical, Occupational and Speech therapy
 - d. Work Preparatory Services that include teaching concepts such as attendance, task completion, problem solving and safety. Work preparatory services are provided to people not able to join the general workforce, or who are unable to participate in transitional shelter workshop within one year (excluding supported employment programs)
 - e. Transportation to form the individuals' place residence to skill building sites, between skill building sites and back the beneficiary's place of residence.
 - 2. Sheltered Employment: an employment setting separate from the community for people with disabilities where they perform tasks and receive training. Training provided could include vocational and non-vocational services.
 - 3. Pre-Vocational Training: assists people with disabilities to develop foundational skills and positive work habits needed for competitive employment. Pre-vocational training uses Evidence Based Practices, individual and group classes, and counseling to apply specific disability modification techniques while working. Individuals in pre-vocational training will have time limited skills building that assists in the following areas:
 - a. Develop physical and emotional tolerance for work demands and pressures.
 - b. Acquire personal-social behavioral which would make them acceptable employees and co-works on the job.
 - c. Develop the basic manual, academic, and communication skills needed to acquire job skills for integrated competitive employment.
 - 4. Support Employment Services: that assist an individual in increasing his/her ability to gain and maintain competitive, integrated employment in the community. Services may include a variety of evidence-based and best practices including:
 - a. Crew, enclave, and work adjustment training.
 - b. Supported Employment, including job development, job craving, job coaching, follow-along/job retention, and career development.
 - c. Transitional Employment Placements.
 - 5. Competitive Employment: assists an individual in increasing his/her ability to obtain and maintain competitive employment in their community alongside people without disabilities, earning at least minimum wage, and receiving comparable benefits and opportunities for advancement.
- B. The Region 10 PIHP shall request each CMHSP in the region to develop and/or participate in a Regional Employment Committee that may include but not limited to:

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1. CMHSP staff
2. Contract Employment Staff
3. Michigan Rehabilitation Services Staff
4. Intermediate School and/or other School District Staff
5. Michigan Works
6. Community College or other Universities and/or Trade Schools
7. Bureau of Services for Blind Persons (BSBP)
8. Primary or secondary persons served
9. Other community stakeholders identified for that county

C. Employment Services Committee activities may include:

1. Leverage local funding through methods such as a Certified Cash Match Agreement with Michigan Rehabilitation Services to support employment services.
2. Establish employment goals for their county.
3. Utilize evidence-based or best practices to improve outcomes.
4. Share progress, barriers, and best practices at the quarterly regional meetings to brainstorm areas for improvement.
5. Seek or maintain national accreditation for employment services as deemed necessary and appropriate by each County CMHSP.

V. **PROCEDURES:**

None.

VI. **EXHIBITS:**

None.

VII. **REFERENCES:**

- A. MDHHS Employment Works! Policy
- B. Michigan Medicaid Provider Manual