

**Contract #2011-13 Coast Rehab
Amendment #4**

PURPOSE OF THE CHANGE: To amend the contract between **Coast Rehab** and **Pacific County**.

IT IS MUTUALLY AGREED THEREFORE: That the contract is hereby amended as follows:

1. Adds to the statement(s) of work section, "Exhibit D. Individual Supported Employment" and "Exhibit E. Community Access"
2. Amends the budget as outlined in Exhibit B-Budget- Amendment #4.

ALL OTHER TERMS & CONDITIONS of the original contract shall remain in full force and effect.

IN WITNESS WHEREOF, undersigned have affixed their signatures in execution thereof.

**PACIFIC COUNTY
BOARD OF COMMISSIONERS**

Steve Rogers, Chair

Frank Wolfe, Commissioner

Lisa Ayers, Commissioner

Attest

Clerk of the Board Date

CONTRACTOR- Coast Rehab

Signature Date

Title

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Exhibit B- Budget- Amendment #4

Service	FY 2012	FY 2013	FY 2014	Total
South County Group Supported Employment (GSE)	\$ 34,600.00	\$ 54,600.00	\$ 74,880.00	\$ 164,080.00
Individual Supported Employment (ISE)	\$ -	\$ -	\$ 25,800.00	\$ 25,800.00
Job Club**	\$ 2,400.00	\$ 2,400.00	\$ -	\$ 4,800.00
Community Access			\$ 2,550.00	\$ 2,550.00
Total	\$ 37,000.00	\$ 57,000.00	\$ 100,680.00	\$ 194,680.00

FY 2012 is July 1, 2011- June 30, 2012

FY 2013 is July 1, 2012- June 30, 2013

FY 2014 is July 1, 2013- June 30, 2014

*All dollars follow the client and are billed up to maximum allotted hours and rate on current County Service Authorization (CSA)

**Job club hours are included within authorized GSE hours.

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Exhibit D- Individual Supported Employment Statement of Work

Individual Supported Employment Statement of Work

Individual Supported Employment or —IE: services are a part of an individual's pathway to employment and are tailored to individual needs, interests, abilities, and promote career development. These are individualized services necessary to help persons with developmental disabilities obtain and continue integrated employment at or above the state's minimum wage in the general workforce. These services may include intake, discovery, assessment, job preparation, job marketing, job supports, record keeping and support to maintain a job.

A combination of services and supports may be needed to assist people to:

1. Develop and implement self-directed services,
2. Develop a person centered employment plan,
3. Prepare an individualized budget,
4. Live, work, volunteer in the community, and/or
5. Obtain the generic community resources needed to achieve integration and employment.

A. Direct Client Services:

- (a) Clients in an employment programs will be supported to work towards a living wage. A living wage is the amount needed to enable an individual to meet or exceed his or her living expenses. The amount of service a client receives should be based on his/her demonstrated need and acuity level.
- (b) Prior to beginning service the Agency will clearly communicate to the client the minimum and maximum service hours per month they can expect to receive. The Agency will also communicate the service hour information to the County. If a change in the minimum and/or maximum service hour(s) is expected, the client will be informed prior to the change. The client minimum and maximum service hour(s) will correlate with the CMIS Planned Rates information and be established as part of the individual's Person Centered Employment and Work Plan. . The client semi-annual progress reports currently referenced in DDD Policy 4.11 (County Services for Working Age Adults) will also include the client service hours received from the provider
- (c) All clients will be contacted by the Agency according to client need or at least once per month. Clients in Person to Person will be considered stable in their job if they have been employed consecutively for six months.
- (d) If, after twelve (12) months the client remains unemployed an additional review will be conducted. The Agency will address steps outlined in the previous six month progress report in the next six month progress report.

The Agency shall provide IE Services to individuals authorized by DDD who:

- a. may have been placed and trained through DVR, the Department of the Blind, or PASS/IRWE in paid employment in a community business;

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Exhibit D- Individual Supported Employment Statement of Work

- b. may have been determined to be unable to benefit from DVR services
- c. may have exhausted benefits available to them through DVR or PASS/IRWE

The Agency will develop employment where individuals earn wages commensurate with the local industry accepted norm and comply with Federal Department of Labor standards.

Payment will be pre-negotiated and made monthly for employment support to each individual. A County Individual Work Plan and Progress Report (IWPPR) will be completed with input from the participant and his or her support network. The IWPPR will be signed by the participant, agency, and County prior to commencement of services. A new IWPPR must be generated prior to each new service and be updated at six month intervals.

The Agency will plan and provide effective support strategies directly related to job tasks and setup, requisite social skills, and related areas such as transportation, co-worker involvement, and natural supports.

The Agency will provide orientation, information, and training to employers and co-workers regarding support strategies specific to that workplace, and designed to enhance the competence of the co-workers in interactions with the supported employee. Such support will be provided on an ongoing basis.

The Agency will provide and/or assist the individual in providing the necessary wage and work information to the Social Security Administration with the goal of maintaining eligibility for benefits

- C. The Agency shall document the following outcomes:
 - a. That Individual Work Plans and Progress Reports, as defined in this Agreement and within the time frame specified, will be developed and carried out for each person accepted through the County Service Authorization process.
 - b. Provision of training and support in social, communication, self-care, and job skills essential to the person's success in the workplace.
 - c. Information about wages and benefits for each worker.
 - d. Wage and benefit goals and progress toward improved wages and benefits for each worker.
 - e. Information about desired and actual work hours for each worker.
 - f. Work hour goals and progress toward desired increase in work hours.
 - g. That supports (including identification of resources necessary for transportation, job restructuring, work materials or routine adaptation, work environment modifications, job counseling and assistive technology needs) have been identified and offered, as needed, to participants.
 - h. That supports (including training of co-workers to provide support and training/ support to employers) have been identified and offered as needed in each job placement to ensure jobs are maintained and paid supports are reduced over time.

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- i. That workers are replaced or promoted to another job if necessary or when mutually desired.
- j. That job placement and job retention rate goals have been identified and maintained.
- k. That workers are employed in jobs with a minimum 20 hour work week at prevailing wage within six (6) months of the County Service Authorization beginning date.
 - 1. If a person is unemployed for more than six (6) months, there is a time-limited plan in place to secure employment that is incorporated in a Request for Exception to Policy.
 - 2. If workers are placed in jobs less than 20 hours per week, there is a time-limited plan for increased work hours incorporated in a Request for Exception to Policy.
- l. Efforts to secure jobs for all workers that include benefits such as sick and annual leave, insurance and other company paid benefits and reasons for exceptions

COMMUNITY ACCESS STATEMENT OF WORK

Community Access Services are for people with developmental disabilities ages 62 and older who have retired or for individuals younger than 62, approved for Community Access Services through DSHS- Division of Developmental Disabilities who choose not to work and need assistance to access services in the community. Services are provided in the community to enhance or maintain the persons' competence, integration, physical or mental skill. Services assist individuals to participate in integrated activities, events and organizations in the local community in ways similar to others of similar

Persons eligible for Community Access Services are identified by the DSHS Developmental Disabilities local case manager. All funded services within Community Access must tie in to an individual's Service Delivery Outcome Plan.

Community Building: It is expected that organizations will foster community participation which requires: 1) determination and planning to decide with the person and family what interests to explore; 2) research which community organizations have common interests; 3) identify who will provide the introductions and initial support and how the natural supports will be encouraged; and 4) develop some way of looking at whether active participation and sharing is occurring.

A. Goals – The purposes of Community Access services are to:

1. Provide the support necessary to build and strengthen relationships between family members and members of the local community who are not paid to be with the person.
2. Find places where an individual's interest, culture, talent, and gifts can be contributed and shared with others with similar interests.
3. Provide opportunities for people to do things they enjoy as well as new and interesting activities.
4. Support participation in clubs, associations, and organizations as members and in decision making capacities.
5. Build natural supports for the individual in his/her communication.

Therefore, these services should focus on identifying individual interests and developing strategies to connect people based on mutual interests. People engaged in the delivery of these services should create and support opportunities that bring people together around mutual interests.

B. Program Requirements:

1. The Agency shall provide activities, special assistance, advocacy, and education individualized to address growth and interaction needs of persons currently excluded from employment

opportunities due to the severity of their disabilities and/or are of retirement age.

2. Activities and services will be:
 - a. Directed toward accessing activities and services in the community,
 - b. Non-facility based and delivered outside of the home or residential setting,
 - c. Supplemental to required residential programming, not duplicative of residential services,
 - d. Provided for individuals based upon desires, interests and capabilities,
 - e. Directed toward community belonging and social contacts with both disabled and non-disabled persons, and
3. Quarterly reports will be submitted by last working day of the month following the end of each quarter.
4. The Agency shall provide units of service for eligible participants referred by the DDD case manager. A unit of service is defined as one hour of direct client service.
5. The Agency shall communicate regularly with the individual's family or residential staff.
6. The Agency shall develop a Service Delivery Outcome Plan for each individual within 14 days of commencement of services. The plan will include specific goals and strategies for achieving those goals. Activities will be identified that focus on the strengths, gifts and capacities of the person.
7. The Agency shall schedule six-month review meetings for all program participants. The Service Delivery Outcome Plans will be updated at six month intervals.

The review shall include an assessment of the need for continued community access services and an evaluation of the development of natural supports to participate in community activities. Additionally, specific goals and strategies will be reviewed and evaluated for progress.
8. A copy of Service Delivery Outcome Plans and updates will be sent to the DDD case manager and to the County.

9. The Agency shall consult with the referring case manager and the County prior to terminating services for an individual.
- C. Program Outcomes: The following are some of the outcomes to achieve for individuals receiving Community Access:
1. Increased independence in accessing the community;
 2. Relationships with a variety of individuals;
 3. Reciprocal relationships with family members, friends, and others in the community;
 4. Opportunities for a wide variety of activities, based on personal preferences. This includes opportunities to do new and interesting activities.
 5. Membership/leadership in clubs and associations based on interest and culture;
 6. Opportunities to contribute to the community through volunteering, being a good neighbor, campaigning for a candidate, voting, etc.
 7. Less reliance on paid people and more on a variety of individuals in the community who are not paid to be with the person (natural supports).
 8. Increased ability by the person to direct their activities and identify places and people of interest;
 9. Connections with people from the past who were friends and acquaintances.