

RIPIN

Self-Directed Support Program

Employment Services for Individuals
Who Self-Direct for 2024

8.13.2024



PERSONAL SUPPORT BUILT ON PERSONAL EXPERIENCE

ABOUT RIPIN

- Independent 501(c)(3) nonprofit organization
- *Peer Professionals*
- Help Rhode Islanders of all ages, abilities, and backgrounds **access and navigate:**
 - Health Care
 - Education
 - Healthy Aging
 - Other services/supports/complex systems



RIPIN

What is Self-Direction?

- A service model for adults with intellectual and developmental disabilities (I/DD)
- Must be found eligible for funding from Behavioral Healthcare, Developmental Disabilities, and Hospitals (BHDDH)
- Allows the person and their family or trusted allies to manage their own budgets, hire their staff, and set their priorities
- Based on the individual's unique support needs and goals



ABOUT RIPIN'S SELF-DIRECTED SUPPORT PROGRAM (SDSP)

The goal of the Self-Directed Support Program at RIPIN is to guide and support families and individuals in navigating the systems and supports available to them when they choose self-direction.

We do this through:

- **Training and Education**
- **Sharing resources**
- **Peer Support**
- **Referrals**
- **Collaborations with other agencies and organizations**



RIPIN

Gerard (Jay) MacKay,
Associate Administrator II,
Behavioral Healthcare,
Developmental
Disabilities, and Hospitals
(BHDDH)

Melanie Sbardella,
Assistant Administrator of
Supported Employment,
Office of Rehabilitative
Services (ORS)

Rory Carmody,
Workforce Director,
Project Search,
AccessPoint RI

Sue Babin,
Project Director
Rhode Island
Developmental Disabilities
Council (RIDDC)





IDD Supported Employment Services

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Employment Services for Individuals that Self-Direct

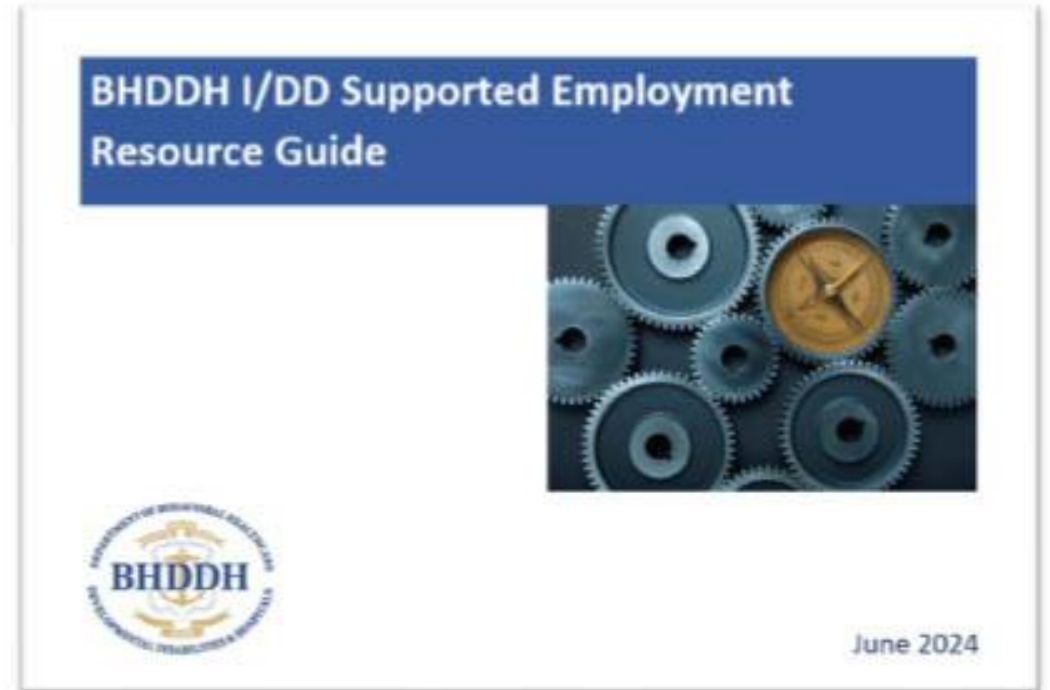


**RHODE
ISLAND**

BHDDH IDD Supported Employment Resource Guide

Our goal at the Division is to ensure that you have both the opportunity to make informed choices, and the supports you need to reach the goals you've chosen.

- Introduction
- Path to Competitive Integrated Employment
- List of BHDDH IDD Licensed Supported Employment Services Providers
- Training and Skills Programs
- Resources
- Definitions
- Contact Information



Add-On Employment Budget

As of October 1, 2023 if you are looking for more or new Supported Employment funding (money) you must request it through an Add-On Budget amendment request.

You will not have to take away from your community support funds (money) in order to get more or new employment assistance. This gives you extra funding for supports that will help you find and keep a job. There are currently 5 services available on the Add-On Budget.

This year Discovery was added to Supported Employment Services and Job Exploration will soon be available.

Add-On Supported Employment Services are provided through BHDDH licensed Supported Employment Providers. Job Development, Job Coaching and Discovery may only be provided and billed through a trained/certified provider staff.

Employment Add-On Budget Requests

Add-On Budget

As of October 1, 2023 if you are looking for more or new Supported Employment funding (money) you must request it through an Add-On Budget amendment request.

You will not have to take away from your community support funds (money) in order to get more or new employment assistance. This gives you extra funding for supports that will help you find and keep a job. There are currently 5 services available on the Add-On Budget.

- 1 Job Development**
For help finding a job.
 - Limit of 200 hours per year.
 - You are encouraged to spend the same number of hours looking for work as you would want to work.
- 2 Job Coaching**
For help learning a new job.
 - Support to help you learn a new job or task.
 - Provided at work during your shift.
 - Temporary: until you learn the skill.
- 3 Job Retention**
Support to help you keep a job.
 - Service provided to you after job coaching has ended.
 - Provider checks in with you and your job to make sure everything is going well.
- 4 Personal Supports in the Workplace**
Non-work-related supports you need at all times.
 - This is not an employment service, but is part of the add-on budget.
 - For supports you need in any setting, such as personal care or behavioral supports.
- 5 Discovery**
For help finding a job.

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Add-On Purchase Orders/Guide

Add-On Budget amendments requests can be submitted at anytime.

You do not have to wait for the next scheduled annual ISP meeting.

- Employment services are added to the PO Employment tab to support existing ISP Employment Goals.
- Add-On Purchase Order is submitted by the supported employment provider through the DD01
- Transportation is not included on the Add-On Purchase Order. It is included in the Flexible part of the Individual Budget

Annual Purchase Order for Employment
This document is developed with the person and their team to reflect the supports included in their Individual Support Plan (ISP)

PART A: INDIVIDUAL'S INFORMATION

Individual Name: _____
MID #: _____ Current Tier: _____
Residential Address: _____
Purchase Order Period: Start Date: _____ End Date: _____

PART B: ADD-ON BUDGET FOR EMPLOYMENT

How much for your employment support: None Up to 20% of the total cost of the monthly service request More than 20% of the total cost

FLEXIBLE BUDGET ITEMS	Agency Selected as Provider	Rate	# of Units	Unit Increment	Annual Budget \$
Discovery (Up to 40 hours/20 units)		\$ 17.01		15 min	\$ -
Job Development (Up to 20 hours)		\$ 78.92		Hour	\$ -
Job Coaching		\$ 18.00		15 min	\$ -
Job Retention		\$ -		Monthly	\$ -
Personal Support in the Workplace		\$ 12.35		15 min	\$ -
Group Supported Employment		\$ -		15 min	\$ -
				Add-On Employment Budget Total	\$ -

PART C: TOTALS AND SIGNATURES

Total Add-On Employment Budget: \$ Annual: _____

Signature of Participant (or Legally Authorized Representative): _____ Date (month/day/year): _____

Signature of Provider: _____ Date (month/day/year): _____

Signature of Support: _____ Date (month/day/year): _____

Signature of PO Self-Direction: _____ Date (month/day/year): _____

State of Rhode Island
Department of Behavioral Healthcare, Developmental Disabilities and Hospitals (BHDDH)
Division of Developmental Disabilities (DDC)
6 Harrington Road, Cranston, RI 02909
Phone: 401-462-5423 | www.bhddh.com | Fax: 401-462-2775

• Guide to Employment
Add-On Budget Requests
Guidebook for Providers and anyone completing purchase orders.

Other Employment Training Opportunities

DLT grant programs:

Self-Employment Classes

CVS Retail Training at Davies Lincoln

ORS/DLT/BHDDH/AccessPoint Adult Project Search at Bally's Twin River Lincoln

Other training opportunities:

- **Computer Training at local public libraries**
- **Amos House Culinary Classes**
- **Skills for RI Future Job Skills Trainings**
- **Provider Operated Culinary and Horticulture Classes**

Employment and Earnings Reporting Requirements

The Division of Developmental Disabilities (DDD) has developed a streamlined process of employment/income reporting, Benefits Counseling referrals, and Income Disregard submission through the completion of one form called the

[Employment and Earnings Reporting Form \(fillable pdf\)](#).

This form is used for the required reporting of earned income and employment changes to BHDDH and Medicaid (Dept of Human Services). You only need to submit it to BHDDH. BHDDH will send it to DHS. The information in this form is used to calculate any income disregards. An Income Disregard allows DHS to exclude part of the income you earn from your job when determining your benefits. Without the income disregard, you may be required to pay a portion of your cost of care. This form will also be used to make referrals for Benefits Planning. Please complete all sections of the form. If you have any questions, please contact your BHDDH social caseworker

The image shows a sample of the 'EMPLOYMENT AND EARNINGS REPORTING FORM' from the State of Rhode Island. The form is titled 'STATE OF RHODE ISLAND Department of Behavioral Health, Developmental Disabilities and Hospital DEPARTMENTAL DISABILITIES SERVICES' and includes contact information for Providence, RI. The form is designed for reporting employment and earnings changes to BHDDH and Medicaid. It contains several sections for personal information, employer details, and job characteristics. The form is currently blank, with only the header and instructions visible.

STATE OF RHODE ISLAND
Department of Behavioral Health, Developmental Disabilities and Hospital
DEPARTMENTAL DISABILITIES SERVICES
141 Hasbrouck St. Providence, RI 02903-4421
Lansdowne, RI 02882

EMPLOYMENT AND EARNINGS REPORTING FORM

This form is used for the required reporting of earned income and employment changes to BHDDH and Medicaid (Dept of Human Services). You only need to submit it to BHDDH. BHDDH will send it to DHS. The information in this form is used to calculate any income disregards. An Income Disregard allows DHS to exclude part of the income you earn from your job when determining your benefits. Without the income disregard, you may be required to pay a portion of your cost of care. This form will also be used to make referrals for Benefits Planning. Please complete all sections of the form. If you have any questions, please contact your BHDDH social caseworker.

Use this form to report 1) a new job, 2) any change in position, hours, or wages, or 3) when you leave a job.

Please email this form to BHDDH.caseworker@ri.gov. Any system dependent (if needed) use page 9.

If a provider agency is submitting the form, please use [Form 5-Form](#) and send to [Kay Mackley](mailto:Kay.Mackley).

Please note: This form is used for BHDDH and Medicaid only. If you receive SSI/SSDI, you must report earnings to Social Security directly. If you have other benefits such as a subsidized housing, report your income as those programs require.

Name _____ Submission date _____
Address _____ Effective date _____
Date of birth _____ SSN _____ Reason for submission (check one)
Medicaid ID _____ New job Hour/Wage change End of job
Agency _____ Required for benefits job reporting
 If Job ended, Reason for Leaving Job

I will direct and this agency is my PI

1) Employer name _____
2) Employer address _____
Town _____ State _____ Zip code _____

3) Type of job work (select one)
 Competitive Paid job Self-employed Group supported employment/training
 Other _____

4) Is this a job under the Resource Incentive (Ability One) federal program? Yes No

5) Job category (select one from drop down menu) _____
The job category relates to the job, not the employer industry. For example, a job that supports a child would have job category of "Child Care" and "Education".

6) Title of Position _____

7) Weekly hours worked _____ Hourly wage _____ (Provide 2 month backup)

8) Do you want to work more hours per week? Yes No
If yes, how many hours per week do you want to be working? _____

9) Type of needed-funded employment supports provided to the individual for this job (check all that apply)
 Job Retention Job Coaching Job Transportation Adaptive Employment Device
Average hours per week of all BHDDH employment supports related to this job _____

BHDDH uses Employment and Earnings Reporting Form 001-1

Thank You

For more information on BHDDH IDD Supported Employment Services please visit our Website [Services for Adults | Dept. of Behavioral Healthcare, Developmental Disabilities, and Hospitals \(ri.gov\)](#)

or contact:

Jay MacKay

Associate Administrator II, Supported Employment

BHDDH IDD

6 Harrington Road, Simpson Hall Cranston, RI 02920

Gerard.MacKay@bhddh.ri.gov or 401-462-5279

Elvys Ruiz

Administrator III, Business and Community Engagement

BHDDH IDD

6 Harrington Road, Simpson Hall Cranston, RI 02920

Elvys.Ruiz@bhddh.ri.gov or (401) 462-3857

Questions





Rhode Island
Department of Human Services
Office of Rehabilitation Services

Gina Raimondo
Governor

Courtney Hawkins
Director

Ronald Racine
Associate Director



***State of Rhode Island
Office of Rehabilitation
Services
(ORS)***

ORS' Mission:

To empower individuals with disabilities to choose, prepare for, obtain, and maintain employment, economic self-sufficiency, independence, and integration into society.



Where do referrals come from?

- **Community Rehabilitation Program Providers (CRP's)**
- **Other State Agencies**
- **NetworkRI**
- **Self-referrals**
- **Schools**
- **Website – www.ors.ri.gov**

The Vocational Rehabilitation Process

- Referral
- Intake
- Assessments
- Eligibility Determination
- Individualized Plan For Employment (IPE)
- Services that support goal attainment
- Closure and post-employment services



How does an individual qualify to receive VR services through ORS?

- Individual who....
 - has a disability (physical, psychological or cognitive) that is a barrier to employment
 - receives SSI or SSDI benefits and has applied for VR services
 - will benefit from VR services in obtaining employment

Individualized Plan for Employment -(IPE)

- IPE is a written document completed by the client and the VR counselor.
- Written based on individual's unique strengths, skills, abilities, preferences, capabilities, interests, and values.
- Previous work history, transferable skills, and labor market information - key components of IPE development
- Informed choice is applied through out the entire process

Vocational Rehabilitation Services Include But Are Not Limited To....

- **Counseling and Guidance to help plan vocational goals and services;**
- **Transition Services from School to Career;**
- **Rehabilitation Technology Services;**
- **Assistive Technology Services;**
- **Diagnostic Evaluations;**
- **College or Vocational Training;**
- **Job Training and Job Supports;**
- **Job Development and Placement Services;**
- **Vehicle Modifications;**
- **Housing Modifications;**
- **Benefits Counseling;**
- **Post-Employment Services.**

Services are individualized, and are provided based on the individual's need to achieve the agreed vocational goal.

Transition and Pre-Employment Transition Services (Pre-ETS)

ORS has a Counselor assigned to all public schools as well as private and charter schools and at the beginning of each year will provide an Intro to State services, in partnership with BHDDH and the Regional Transition Center, which educates school staff on referral process and services.

Primarily, a referral will be made directly from school personnel although anyone can refer youth for Pre-ETS services .

There are two ways to begin working with ORS as a student:

Registration for Pre-ETS: this will allow a student between the ages 14-22 to just receive the Pre-Employment services they need while they are in school.

Application for VR: will allow a student who is receiving Pre-ETS but may also need additional supports or services for success.

Transition and Pre-Employment Transition Services (Pre-ETS) earliest services provided

ORS has a long history of providing youth with disabilities employment related services to prepare them for life after high school. In 2014 WIOA afforded ORS the opportunity to expand these services and to provide students with disabilities who have IEP's or 504 plans, Pre-Employment Transition Services regardless of application status. These Pre-Employment Transition services are quite prescriptive and limited to 5 focus areas. They include:

Job Exploration: Identify employment interests, learn career awareness, and hear from career speakers

SERVICES: Job Exploration, Connect to Careers

Work Readiness: Practice job interviews techniques, money management, manners in the workplace, and/or nonverbal communication

SERVICES: Middle School Work Readiness, 9th and 10th grade Work Readiness, Interview Skills Building, Tri Employment, Project Search

Post-Secondary Education/Training Counseling: Learn how to complete a federal student aid application, explore scholarships and post-secondary education opportunities

SERVICES: College Planning Forum

Work-Based Learning: Explore apprenticeship programs and volunteer opportunities

SERVICES: CBWE, Transition Academies, SBVI Real Work, Summer Work, College Summer Work, Summer Employment Alliance and STARTURI

Self-Advocacy Skills: Learn about disability disclosure on the job, how to improve self-advocacy skills, and how to ask for help or special accommodations at work

SERVICES: Dare to Dream, SBVI youth in Transition Services

Questions





AccessPoint **RI**
Empowering People. Changing Lives.

**Rory Carmody,
Workforce Director,
AccessPoint RI,
Project Search at Bally's**

Questions





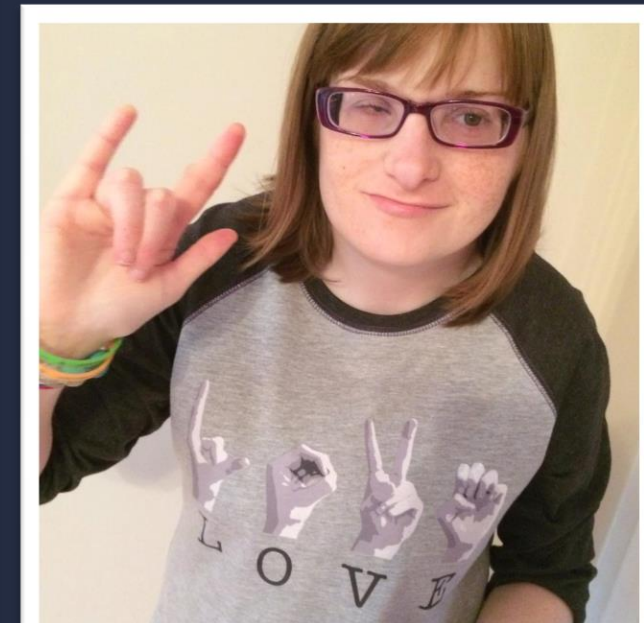
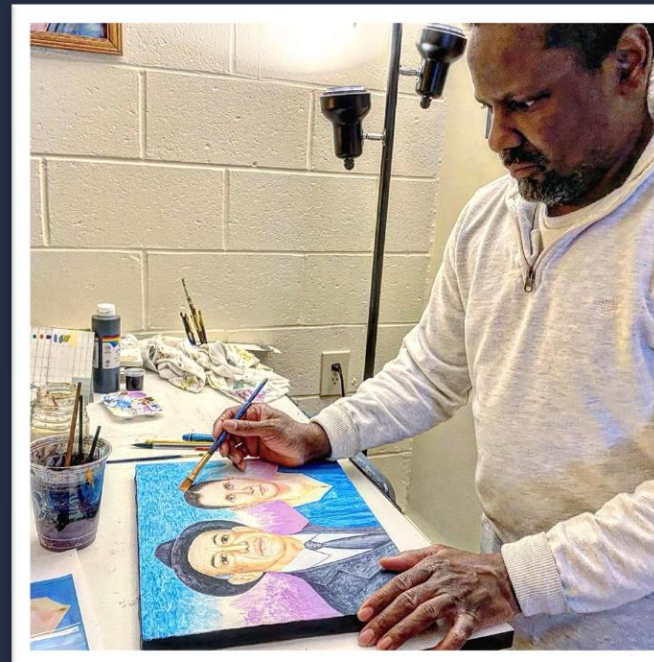
Rhode Island's Self-Employment Project

**"The Spirit of Individual Enterprise
for People with Disabilities"**

**Sue Babin, Project Director
August 13, 2024**

Agenda

- RI Self-Employment Overview
- WHY Self-Employment?
- Benefits of Self-Employment
- Program Components
- Family Comments



WHY Self-Employment (SE)?

- Traditional employment may not be the best option for some people with disabilities
- Some people apply for jobs but do not get the position, or even an interview sometimes, which is very discouraging
- Barriers such as transportation can prevent a person from obtaining the job they want
- SE can open doors and match a person's interest, skills & dreams with opportunities to launch/grow their own small business
- Person makes the choice to work at something really meaningful to them and spend time with doing work that is their passion
- Opportunity to demonstrate the value/contributions people can make to improve their financial futures and their local economy



Benefits of Self-Employment

People work in a job they really LOVE and can control themselves...

Opportunities to network, meet people, interact with customers and improve social skills and independence,

Increased self-esteem by people who are proud to be the “BOSS” and a business owner,

Set own business hours vs. time set by someone else,

You decide on your place of employment... work where you want



Benefits of Entrepreneurial Education

Each person can learn about important life skills:

- How to work with a team
- How to speak in public
- How to solve problems
- How to think creatively
- Higher self-esteem and confidence
- More control over your life and future



Program Components



Business Classes

**1-1 Business
Technical Support
and Staff/Peer
Mentors**

**Weekly
Entrepreneurs
Forum**

Mini Grants

**Public and Media
Relations**

**Ongoing Support
for Selling
Platforms**



“Self-Employment has helped my daughter Rachel in so many positive ways. She has gained a pride and self-confidence that she never had before. Having her own business has also made her become much more social than she ever was. She loves talking to people about her paintings and selling her art at vendor shows. She also loves teaching others how to paint. Having her own business has given her a real pride and motivation to be successful. She loves bringing happiness and joy to people through her beautiful and colorful paintings.”

**- Karen Rasnick, Mom of Rachel Rasnick,
Business Owner of “Rachel Rasnick Art”**

Michael Coyne, Business Owner, “Red, White & Brew Coffeehouse” and “The Budding Violet Giftshop”



This is Michael at his day program before he opened his store.

This really says it all!



This is Michael after he became a small Business Owner!

Contact Information:

Sue Babin

suebabin@riddc.org

401-523-2300

www.riddc.org



REAL
JOBS
Rhode Island



Questions



Check out our Fall 2024 Calendar



The calendar graphic features a yellow background with a white border. At the top center is the RIPIN logo, which consists of a globe icon followed by the word "RIPIN" in a bold, sans-serif font. Below the logo is a white rounded rectangle containing the text "SELF-DIRECTED SUPPORT PROGRAM" in bold, with "SELF-DIRECTED" in red and "SUPPORT PROGRAM" in black. To the right of this text is a small calendar icon. Below this header is a white rounded rectangle containing a downward arrow icon, the word "EVENTS" in bold, and "FALL 2024" in red. The main body of the calendar is a vertical list of four events, each in a white rounded rectangle with a yellow background. Each event entry includes a date in bold (month and day), a title in bold, and a brief description in italics. The events are: 1. SEPT 24: Webinar: Natural Supports. 2. OCT 22: Webinar: Partner Showcase. 3. NOV 8: In Person: The First Annual Self-Directed Support Conference!. 4. DEC 3: Webinar: Peer Mentor Panel. At the bottom of the calendar is a white rounded rectangle containing the text "For more information: selfdirectedsupport@ripin.org" in blue, a downward arrow icon, and the URL "ripin.org/selfdirectedsupport" in black.

RIPIN

SELF-DIRECTED SUPPORT PROGRAM

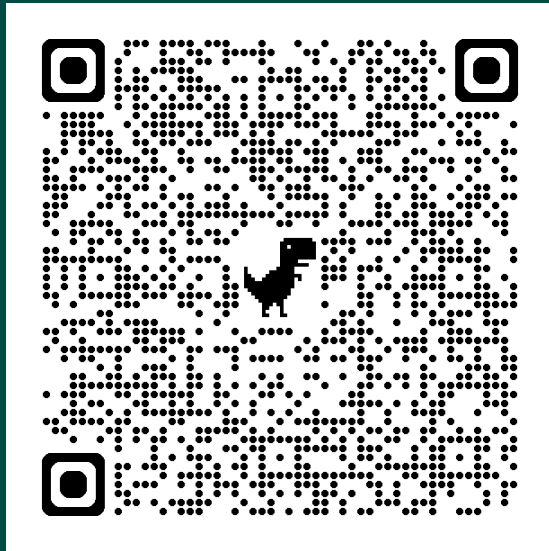
EVENTS FALL 2024

SEPT 24	Webinar: Natural Supports <i>RIPIN SDS Team Presents, Natural Supports: Who's in your circle? An interactive session about the people who support you.</i>
OCT 22	Webinar: Partner Showcase <i>Learn more about our partner organizations, Advocates in Action (AiA), and the Paul V. Sherlock Center on Disabilities.</i>
NOV 8	In Person: The First Annual Self-Directed Support Conference! <i>9 am to 3 pm at the Crowne Plaza in Warwick, RI. Registration is required in advance.</i>
DEC 3	Webinar: Peer Mentor Panel <i>Learn more about Advocates in Action's peer mentor training program and hear firsthand from its participants.</i>

For more information: selfdirectedsupport@ripin.org ripin.org/selfdirectedsupport

Registration links coming soon!

Your feedback is important to us!
Please participate in our survey.



https://www.tfaforms.com/forms/view/4813003?tfa_9=701Qk00000FS8Lf&tfa_23=2024-08-13%20Employment%20Services%20for%20those%20that%20Self-Direct%202024&tfa_144=English

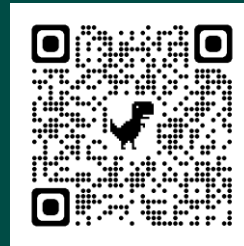
Missed something?

View our content on the web!

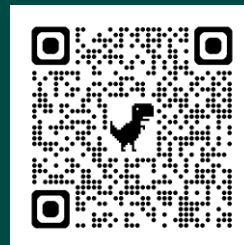
Our live webinars are recorded and posted within a few days to our website for you to view at any time.

They can be reviewed here:

Our Self-Directed Support Program's page:
ripin.org/selfdirectedsupport



Click on “Recorded Webinars”
ripin.org/webinars/sdsp



RIPIN



Contact Us



401-270-0101

Monday through Friday

8:00 AM – 5:00 PM



SelfDirectedSupport@RIPIN.org



Website: ripin.org/selfdirectedsupport

Facebook: @RIPIN.ORG

Twitter/Instagram: @RIPIN_RI

