

**Supported Employment Services: Individual-H2025; Group-H2025HQ**

Supported Employment Services provide assistance with choosing, acquiring, and maintaining a job for beneficiaries ages 16 and older for whom competitive employment has not been achieved and /or has been interrupted or intermittent.

Initial Supported Employment services include:

1. Pre-job training/education and development activities to prepare a person to engage in meaningful work-related activities which may include career/educational counseling, job shadowing, assistance in the use of educational resources, training in resume preparation, job interview skills, study skills, assistance in learning skills necessary for job retention.
2. Assisting a beneficiary to develop and operate a micro-enterprise. This assistance consists of:
  - a. Aiding the beneficiary to identify potential business opportunities;
  - b. Assistance in the development of a business plan, including potential sources of business financing and other assistance; and
  - c. Identification of the supports that are necessary in order for the beneficiary to operate the business.
3. Coaching and employment support activities that enable a beneficiary to complete initial job training or maintain employment such as monitoring, supervision, assistance in job tasks, work adjustment training and counseling.

Long term follow-up supports include:

1. Coaching and employment support activities that enable a beneficiary to maintain employment in a group such as an enclave or mobile crew;
2. Ongoing assistance, counseling and guidance for a beneficiary who operates a microenterprise once the business has been launched;
3. Assisting the beneficiary to maintain employment through activities such as monitoring, supervision, assistance in job tasks, work adjustment training and counseling; and
4. Employer consultation with the objective of identifying work related needs of the beneficiary and proactively engaging in supportive activities to address the problem or need.

Documentation will be maintained in the file of each provider agency, Employer of Record or Agency With Choice specifying that this service is not otherwise available under a program funded under Section 110 of the Rehabilitation Act of 1973, or Individuals with Disabilities Education Act (20 U.S.C. 1401 et seq.) for this beneficiary. The provider agency, Employer of Record or Agency With Choice is responsible for obtaining this documentation.

The service includes transportation from the beneficiary's residence and to and from the Job site. The provider agency's payment for transportation from the beneficiary's residence and the beneficiary's job site is authorized service time.

**Exclusions**

FFP is not to be claimed for incentive payments, subsidies, or unrelated vocational training expenses such as the following:

1. Incentive payments made to an employer to encourage or subsidize the employer's participation in a supported employment program;
2. Payments that are passed through to users of supported employment programs; or
3. Payments for training that are not directly related to a beneficiary's supported employment program.

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|   | <p>While it is not prohibited to both employ a beneficiary and provide service to that same beneficiary, the use of Medicaid funds to pay for Supported Employment Services to providers that are subsidizing their participation in providing this service is improper. The following types of situations are indicative of a provider subsidizing its participation in supported employment:</p> <ol style="list-style-type: none"> <li>1. The job/position would not exist if the provider agency was not being paid to provide the service.</li> <li>2. The job/position would end if the beneficiary chose a different provider agency to provide service.</li> <li>3. The hours of employment have a one to one correlation with the amount of hours of service that are authorized.</li> </ol> <p>For beneficiaries who are eligible for educational services under the Individuals With Disability Educational Act, personal care does not include transportation to/from school settings. This includes transportation to/from the beneficiary's home, provider home where the beneficiary may be receiving services before or after school or any other community location where the beneficiary may be receiving services before or after school.</p> <p>Supported Employment services occur in integrated environments with non-disabled individuals or is a business owned by the beneficiary.</p> <p>Supported Employment services do not occur in licensed community day programs.</p> <p>This service is not available at the same time of day as Community Networking, Day Supports, In-Home Intensive Services, In- Home Skill Building, Personal Care Services Residential Supports, Respite or one of the State Plan Medicaid services that works directly with the person.</p> |                              |  |
| <b>Limits on amount, frequency, or duration</b> | The amount of Supported Employment Services is subject to the limitation on the number of hours of services. The amount of Supported Employment Services is also subject to the amount of person's Support Needs Category Budget if currently phased into the Support Needs Matrix 8.   |                              |  |
| <b>Service Delivery Method</b>                  | <ul style="list-style-type: none"> <li>■ Provider Directed</li> <li>■ Individual/Family Directed</li> </ul>   |                              |  |
| <b>Provider Type</b>                            | <b>License</b>  | <b>Certification</b>         | <b>Other Standard</b>  |
| Employee in a beneficiary-directed arrangement  |   | NC G.S. 122 C, as applicable | <p>Staff that work with beneficiaries are approved by employer of record or recommended by Managing Employer and approved by Agency with Choice</p> <p>If providing transportation, have a valid North Carolina or other valid driver's license, a safe driving record and an acceptable level of automobile liability insurance</p> <p>Criminal background check presents no health and safety risk to beneficiary</p> <p>Are at least 18 years old</p> |

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|  |  |  | <p>Not listed in the North Carolina Health Care Abuse Registry</p> <p>Qualified in CPR and First Aid</p> <p>Qualified in the customized needs of the beneficiary as described in the ISP</p> <p>Staff that work with beneficiaries must have a high school diploma or high school equivalency (GED)</p> <p>Persons who do not have three years of experience and were employed at the implementation of this waiver may continue to provide supported employment to the same beneficiary Grandfathering applies to staff employed by a provider agency providing authorized Supported Employment or Long Term Vocational Supports at the time the PIHP and beneficiary transition to NC Innovations.</p> <p>Supervised by the employer of record or managing employer</p> <p>For service directed by the Agency with Choice, paraprofessionals providing this service must be supervised by a qualified professional. Supervision must be provided according to supervision requirements specified in 10A NCAC 27G.0204 (b) (c) (f) and according to licensure or certification requirements of the appropriate discipline.</p> <p>State Nursing Board Regulations must be followed for tasks that present health and safety risks to the beneficiary as directed by the PIHP Medical Director or Assistant Medical Director</p> <p>Agencies with Choice follow State Nursing Board Regulations</p> <p>Upon enrollment with the PIHP, the Agency with Choice must have achieved national accreditation with at least one of the designated accrediting agencies.</p> <p>The Agency with Choice must be established as a legally constituted entity capable of meeting all of the requirements of the PIHP.</p> <p>Competencies as specified by the DMA. .</p> |
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| <p>Provider Agencies</p> |  | <p>NC G.S. 122 C,</p> | <p>Approved as a vendor in the PIHP provider network</p> <p><b>Agency staff that work with beneficiaries:</b><br/>Are at least 18 years old</p> <p>If providing transportation, have a valid North Carolina or other valid driver's license, a safe driving record and an acceptable level of automobile liability insurance</p> <p>Criminal background check presents no health and safety risk to beneficiary</p> <p>Not listed in the North Carolina Health Care Abuse Registry.</p> <p>Qualified in CPR and First Aid</p> <p>Staff that work with beneficiaries must be qualified in the customized needs of the beneficiary as described in the ISP.</p> <p>Staff that work with beneficiaries must have a high school diploma or high school equivalency (GED)</p> <p>Persons who do not have three years of experience and were employed at the implementation of this waiver may continue to provide supported employment to the same beneficiary).</p> <p>Grandfathering applies to staff employed by a provider agency providing authorized Supported Employment or Long Term Vocational Supports at the time the PIHP and beneficiary transition to NC Innovations.</p> <p>Paraprofessionals providing this service must be supervised by a qualified professional. Supervision must be provided according to supervision requirements specified in 10A NCAC 27G.0204(b) (c) (f) and according to licensure or certification requirements of the appropriate discipline.</p> <p>Upon enrollment with the PIHP, the organization must have achieved national accreditation with at least one of the designated accrediting agencies.</p> <p>The organization must be established as a legally constituted entity capable of meeting all of the</p> |
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|  |  |  | requirements of the PIHP.<br><br>Competencies as specified by the DMA. |
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