

Patrice Botsford  


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**Authorized Signature**

**Number:** APD-PT-13-016  
**Issue Date:** 8/15/2013

**Topic:** Developmental Disabilities

**Transmitting (check the box that best applies):**

- New policy   
  Policy change   
  Policy clarification   
  Executive letter  
 Administrative Rule   
  Manual update   
  Other: \_\_\_\_\_

**Applies to (check all that apply):**

- All DHS employees   
  County DD Program Managers  
 Area Agencies on Aging   
  County Mental Health Directors  
 Aging and People with Disabilities   
  Health Services  
 Children, Adults and Families   
  Other (please specify): Service Providers and stakeholders

Policy/rule title:	Comprehensive Services for Adults - Clarification on Access to Funding for Integrated Employment While Receiving Secondary School Transition Services		
Policy/rule number(s):		Release no:	
Effective date:	8/1/2013	Expiration:	
References:			
Web Address:			

**Discussion/interpretation:** This policy transmittal is an update and further clarification of previously issued policy statements. The intent is to provide additional guidance as to when individuals with intellectual and other developmental disabilities (I/DD) receiving comprehensive services for adults that are planned and arranged through Community Developmental Disability Programs can access funding for integrated employment services, while still receiving secondary public school services.

**BACKGROUND and RATIONALE:** Many individuals receive comprehensive services for adults under rules promulgated by the DHS Office of Developmental Disability Services (ODDS), but because of their age are also still eligible to receive educational services through Oregon's public school system. Most often these students receive

transition services under the Individuals with Disabilities in Education Act (IDEA).

As DHS continues to implement its Employment First Policy and Governor's Executive Order 13-04, DHS recognizes that students may obtain integrated employment opportunities as a result of these public school services. These students may need ongoing supports to successfully maintain and improve those employment opportunities over time.

The intent of this policy clarification is to allow school age individuals to continue to receive secondary educational services while receiving needed long term supports to work in an integrated employment situation.

**POLICY CLARIFICATION:** If an individual with I/DD is hired by an employer in an integrated employment setting and receives comprehensive services for adults while still attending public school services, the individual may access funds available through ODDS to support that integrated employment opportunity. This policy is based on the following premises:

1. That the integrated employment opportunity meets, at a minimum, the definition of integrated employment in Governor's Executive Order 13-04.
2. This integrated employment opportunity is planned and intended to be ongoing in nature and is expected to be continue into the post-school life of the individual.
3. The integrated employment is not part of a high school transition service or program such as a paid work experience for students, an internship or a similar activity that is generally available to other students, and designed to prepare students for long-term employment.
4. The individual's ISP (Individual Service Plan) and IEP (Individualized Education Plan) should be coordinated and should document the relationship of the long-term integrated employment to be supported through ODDS comprehensive services and the transition or educational services the individual may still receive through the public schools. This coordination of individual service plans should also include the IPE if the Office of Vocational Rehabilitation Service (OVRS) is involved.
5. There is no restriction on the times of day or days of the week in which the integrated employment may take place and still be supported using ODDS comprehensive service funding.

Access to funds means resources for ongoing supports for integrated employment services available under applicable Home and Community-Based Waivers or applicable State Medicaid Plan services. Generally this will include access to funds for supported employment services and transportation services. Access to resources must be consistent with applicable administrative rules and program policies or guidelines.

The use of funding described in this policy must be clearly documented in the individuals' case records, to verify that that the services being paid for are not available through the public schools or OVRs, as applicable.

All other expenditure policies and procedures relating to the funding of comprehensive services for adults are still in effect and not altered by this policy transmittal. It is, however, expected that additional policy revisions or clarifications will be issued in the continued implementation of the Executive Order 13-04 and the DHS Employment First policy.

All questions about this policy transmittal should be directed the staff listed in the contact box below.

**Implementation/transition instructions:** None

**Training/communication plan:** Plan will be developed based on direct discussions with CDDP Program Managers

**Local/branch action required:**None

**Central office action required:** None

**Field/stakeholder review:**  Yes  No

**If yes, reviewed by:**

**Filing Instructions:** None

*If you have any questions about this policy, contact:*

<b>Contact(s):</b>	Rose Herrera Dan Boyd Ken Ralph Jessie Martin
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8/15/2013

**To: All ODE/OCDD/OVRS/ODDS Staff and Stakeholders**

**Re: Updated policy to clarify when school age individuals with Intellectual and other Developmental Disabilities can receive long term integrated employment supports and to continue to receive secondary educational and transition services.**

*The content of this message was jointly composed by representatives of the Oregon Department of Education (ODE), Oregon Council on Developmental Disabilities (OCDD) and the Oregon Department of Human Services (DHS) Office of Vocational Rehabilitation Services (OVRS) and Office of Developmental Disability Services (ODDS). This message will be distributed by ODE, OCDD, ODDS and OVRS to their respective stakeholders.*

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If you have any questions, please contact:

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