

SERVICE DESCRIPTION

APPENDIX E: PAYMENT-FOR-PERFORMANCE – IPE RESEARCH

KANSAS DEPARTMENT FOR CHILDREN AND FAMILIES

Rehabilitation Services

PAYMENT-FOR-PERFORMANCE – IPE RESEARCH

Rehabilitation Services (RS) is the State vocational rehabilitation (VR) agency. VR services help people with disabilities achieve permanent, integrated, competitive employment consistent with their strengths, resources, priorities, concerns, abilities, capabilities, interests and informed choice. VR services are customized according to each Customer's needs and goals.

RS seeks to contract with public/private service providers and/or organizations/businesses (hereinafter referred to as the Contractor) for the provision of IPE research services.

The need for such services will be determined on a regional basis by the Rehabilitation Services Program Administrator. The intent of this contract solicitation is to develop auxiliary customer support services that are customer-driven, counselor-driven and outcome-oriented.

The Contractor should propose a fee to cover the entire cost of the service. This fee will be distributed according to the percentage assigned to each Component. (This payment-for-performance model specifies points of payment to the Contractor based on successful completion of the requirements defined for each Component.) The percentage fee distribution among the Components will be consistent statewide. The total fee amount is based upon the agreement with the specific Contractor and may vary by community or region.

IPE RESEARCH

The purpose of this service is to assist the Customer and RS Counselor in researching the quality of information necessary to develop a comprehensive Individualized Plan for Employment (IPE) that will result in employment consistent with the Customer's primary employment factors (strengths, resources, priorities, concerns, abilities, capabilities, interests and informed choice.) IPE research services may be authorized only once during the life of the current case, unless an exception is approved by the Regional Program Administrator for RS.

Component 1: (Rate Negotiated)
Referral – 30%

Use Service Code 025

The Counselor and Customer identify questions they have related to vocational planning, and communicate them with the Contractor.

In this Component, the Counselor, Customer and Contractor may seek to coordinate additional vocational evaluation or assessment services, to the extent necessary for identification of rehabilitation needs and effective IPE research. Such services may include administration of assessment tools, community-based work assessments, career exploration, job shadowing or other work assessments which allow the person to experience or learn about specific

employment opportunities. Such additional assessments are not automatic or routine. Rather RS supports the level of assessment needed to answer the Counselor's and Customer's vocational questions and identify services that will result in employment. Such services must be approved in advance by the Counselor and be provided in compliance with RS policy and procedure. (Such services will be authorized separately. Fees for such additional assessments should not be included in the IPE research Payment-for-Performance contract rate.)

Payment will be made upon acceptance of the referral and when the Counselor, Customer and Contractor agree to a timeline for completion of all three Components of this service. If the timeline will exceed 60 days, the Contractor must get the Customer's written agreement.

Component 2: (Rate Negotiated)
IPE Research – 30%

Use Service Code 026

This Component must include completion of the "Customer Guide to Developing the IPE."
(<http://dcf.ks.gov/Services/RS/> See Policies - Policy Manual Section 9 / Part 4.)

The Contractor must also compile a report which summarizes:

- ❖ The Customer's strengths and interests.
- ❖ Recommendations for employment options consistent with the Customer's primary employment factors and relevant to the available job market and workforce trends.
- ❖ Analysis of how recommendations are consistent with the Customer's primary employment factors, RS policy, scope of services, and spending authorities.
- ❖ Recommendations for service strategies to address employment barriers.
- ❖ Identification of non-work needs that may impact the achievement and maintenance of employment, and recommended strategies to address these needs.
- ❖ Benefits counseling/information provided.
- ❖ Analysis of assistive technology needs, if appropriate.
- ❖ Job accommodations, work site supports, and/or work site modifications which will be necessary for employment success.
- ❖ Research related to the local and regional labor markets.
- ❖ Research related to prerequisites for entering potential occupations, such as education, licenses or ability to pass drug screens.
- ❖ Analysis of work-related implications in the case of felony convictions.
- ❖ Identification of potential service providers and comparable benefits.
- ❖ Collection of Customer's financial information and other information necessary for completion of the Economic Need analysis, if the Counselor specifies that it is required for the specific Customer receiving this service.
- ❖ Description of the methods and activities used to assist the Customer to fully participate and make informed choices in the vocational planning process. (Such information should address how the Customer assisted in assessing the qualification of proposed service providers.)
- ❖ Evidence of direct contact between the Contractor and Customer throughout the planning process.

The Contractor must review the report with the Customer, and secure the Customer's signature indicating agreement prior to submitting the report to RS. The Contractor will be responsible for scheduling a meeting to review the completed Guide and report with the Customer, Counselor and Contractor.

Component 3: (Rate Negotiated)

Use Service Code 027

IPE developed and signed by Customer and Counselor (RS Status 12) – 40%

In accordance with federal regulations and RS policy, the RS Counselor must:

- ❖ Review proposed outcomes to determine if they are consistent with the Customer's primary employment factors.
- ❖ Review proposed services to determine if they are necessary to achieve the employment goal, and whether they will **result** in employment.
- ❖ Review proposed services to determine if they are cost-effective.
- ❖ Review proposed services to determine if they are in compliance with RS policy, rates and fees.
- ❖ When appropriate, determine whether an IPE can be developed for the Customer, or whether the Customer's access to services is delayed through Order of Selection waiting lists. (This will occur only when there are not sufficient funds to serve all eligible individuals, and when waiting lists for access to services have been established.)

The Counselor will authorize payment for this service once the IPE has been signed by the Counselor and Customer (RS Status 12). In the event that an individual's access to services is delayed through Order of Selection waiting lists, the Counselor may authorize payment for this Component if the Component has been previously authorized and if the Counselor agrees that RS would have moved forward with the IPE if not for the waiting list.

GENERAL TERMS

After establishment of a contract, referrals may be withdrawn by either party with 15-day written notice. Payments will be authorized by the RS Counselor as specified for each payment-for-performance component. In case of disagreement regarding payment between the RS Counselor and Contractor, the Contractor may appeal to the RS Program Administrator for the Region. In case of continued dispute, the Contractor may appeal to the RS Community Provider Manager.

The contractor must consider accepting all referrals eligible for VR services who are seeking competitive employment goals. There is no guarantee of the number of referrals to be provided by RS. Continued use of the services will be dependent upon the contractor's success in assisting VR Customers in completing their individualized plans. This service cannot be used to supplant or duplicate any other service currently being provided.

RELATED CONTRACT SOLICITATIONS

- ❖ Purchasing Support
- ❖ Individualized Plan for Employment Case Coordination
- ❖ Vocational Assessment
- ❖ Community-based Work Assessment