

# Designing school supported work experiences

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# Interagency Collaboration

“We could learn a lot from crayons:  
Some are sharp, some are pretty,  
some are dull, while others are bright,  
some have weird names, but we have  
to learn how to live in the same box.”

– Author Unknown

- We are all working toward the same goal.
- Funding streams may look different.
- Bottom line is to help students obtain skills and abilities to be as successful as possible in the “real world”.

# Who should be at the table...the big three.

- Vocational Rehabilitation
- Local Mental Health Center
- Local Development Services provider (Gateways, Moore Center).
- Depending on the students needs or issues, many others may be involved (DCYF, JPPO etc...).

# Vocational Rehabilitation

Federal agency that helps students and adults with disabilities find and maintain employment.

# Vocational Rehabilitation eligibility

You will be eligible if:

You have a disability, and  
Your disability creates substantial problems  
in preparing for a job, getting a job, or  
keeping a job, and  
You require VR services to become  
employed or to stay employed.

<http://www.ed.state.nh.us/education/doe/organization/adultlearning/VR/WhatisVR-FAQ.htm>

# Vocational Rehabilitation

## Transition Planning for Youth with Disabilities The Role of NH Vocational Rehabilitation (NHVR)

### Frequently Asked Questions:

<http://www.ed.state.nh.us/education/doe/organization/adultlearning/VR/faqvrroleintransition.htm>

# NH Bureau of Development Services

The NH Developmental Services System offers its consumers with developmental disabilities and acquired brain disorders a wide range of supports and services within their own communities. (Area Agencies, Gateways, Moore Center)

# Supports and Services

## Supports include:

- Service coordination,
- Day and vocational services,
- Personal care services,
- Community support services,
- Assistive technology services,
- Specialty services and flexible family supports including respite,
- Services and environmental modifications.

<http://www.dhhs.state.nh.us/DHHS/BDS/default.htm>

# Eligibility for services (family centered early supports and services 0 - 3)

children must meet one of the three specific eligibility categories:

- *Established Condition*,
- *Developmental Delay of 33%* (in physical, cognitive, communication, social/emotional or adaptive development), or
- *At Risk for Substantial Developmental Delay* (in five or more documented conditions or circumstances).

<http://www.gatewayscs.org/ess.htm>

# Eligibility 3 years old and up

A developmental disability, pursuant to NH Administrative Rules, is defined as a disability:

- that is attributable to mental retardation, cerebral palsy, epilepsy, autism or a specific learning disability, or any other condition of an individual found to be closely related to mental retardation as it refers to general intellectual functioning or impairment in adaptive behavior or requires treatment similar to that required for mentally retarded individuals; and
- originates before such individual attains age 22, has continued or can be expected to continue indefinitely, and constitutes a severe disability to such individual's ability to function normally in society.

<http://www.dhhs.state.nh.us/DHHS/BDS/ELIGIBILITY/adults.htm>  
(He-M 503)

# NH Bureau of Behavioral Health

Local Mental Health Centers (ex. Community Council) provide non-crisis care such as:

- case management,
- therapy, and
- medication monitoring

(crisis care is also available)

# Eligibility for non-crisis services

## Eligibility criteria for children under the age of 18:

- An eligibility determination must be conducted by the appropriate community mental health program staff.
- The child must be diagnosed with a serious emotional disturbance in accordance with the DSM-IV-TR.
- The child must have a serious problem with school or work, behavior toward others or themselves at home or in the community, mood and emotions, substance use; or thinking.
- A child may also be eligible because of the caregiver's inability to provide physical and emotional support to the extent necessary to promote the child's emotional health.

(He-M 401)

# Adult Eligibility

## Eligibility criteria for adults 18 through 59 years of age:

An eligibility determination must be done by the staff at a community mental health center.

An adult must be diagnosed with one or more of the following mental illnesses in accordance with the DSM-IV-TR:

- Schizophrenia and other psychotic disorders
- Mood disorders
- Borderline personality disorder
- Post traumatic stress disorder
- Obsessive compulsive disorder
- Eating disorders
- Dementia, where the person is impaired because of the psychiatric symptoms and is also anxious, depressed, delusional, hallucinating, or paranoid
- Panic disorder

# Continued....

An adult must have difficulties as a result of his or her mental illness in the following areas:

- Activities of daily living (bathing, dressing, feeding, etc.);
- Interpersonal functioning (friendships, family relationships, etc.);
- Adaptation to change (being able to modify one's routine when necessary); and
- Concentration and task performance or pace (completing common tasks, such as dialing a telephone number, in a reasonable amount of time).

The difficulties can be either moderate problems in all four areas, or marked problems in two or more of the areas, or extreme problems in one area.

<http://www.dhhs.state.nh.us/DHHS/BBH/ELIGIBILITY/default.htm>

# Tips and tricks

## Work to understand:

- Their language
- Their restraints
- Their reporting criteria (how they are monitored)
- How money can be blended and braided.

# What is a school sponsored work experience?

- Students who spend time on site with an employer working on a specific skill. Can be as varied as a students interests and vocational needs.
- Valuable form of informal vocational assessment.

# Logistics of setting up school supported work experiences

## Transportation

- Can staff drive?
- If staff can drive do they have personal insurance? (How much 100/300)?
- Is there money for a bus?
- When can transportation happen?

# Permission

- Written permission from parent/guardian.
- Notice in writing to required school personnel (sped admin, secretary for attendance, central office).

# Liability

- Does the district hold a policy that covers students leaving the campus for such activities?
- What exactly is covered? (Damage to property vs. student injury)?
- What is the dollar amount of the coverage?
- Can you get a copy of that coverage to show employers?
- Primex (popular choice in districts)

# Training of support staff

- Who will be on-site with the student?
- Who will train the staff on how to properly train the student around fading and independence?
- Who will be the emergency contact if something happens on site?
- Who will be the liaison to the employer?
- Who will make sure the employers needs are being met?
- What type of district requirements are in place for support staff in the community?

# What if no in house staff is available?

## Vendor services

- Districts can opt to contract out with a vendor or service provider to assist in setting up and maintaining work experiences.
- Negotiate rates – they may be willing to make agreements for a steady source of income.
- Examples of vendors: Granite State Independent Living Foundation, Easter Seal, The PLUS Company...

# NH Dept. of Labor considerations

- ALL worksites must be approved by DOL before a student sets foot on the property.

[http://www.labor.state.nh.us/school\\_to\\_work.asp](http://www.labor.state.nh.us/school_to_work.asp)

# DOL...

- All school sponsored non-paid work based activities must be approved by NH DOL.

[http://www.labor.state.nh.us/school\\_to\\_work.asp](http://www.labor.state.nh.us/school_to_work.asp)

# DOL...

- A master list of approved sites is kept online. Be aware they must be updated every year. (Calendar year)

# DOL...

- Non paid work based activities can not replace an existing position or take work away from a paid employee.
- If employer is depending on a student for specific work getting done then there is a problem.

# Questions?

