State Employment Leadership Network (SELN)
State Employment Work Plan
South Dakota
April 2015

Framing Policy Goals

Employment Team Members: Julie Hand, Dan Lusk, KD Munson, SD Employment First Alliance.
This workplan summarizes the state's goals in relation to employment for persons with disabilities. South Dakota Employment First Alliance Vision: That all people with intellectual and developmental disabilities have the opportunity to explore individual, integrated employment options that suit them best. This includes education, experience, and exposure to make an informed decision about choosing a career path based on interests, strengths, and support needs.   *Continue typing to expand row size*

Strategic Goals and Operating Policies

Activity 1	Develop an outreach strategy targeted to self-advocates and families to create a consistent message of employment as an expectation and a priority.
Long Range Goal	Develop an outreach strategy that highlights successes in integrated employment and the positive impact of employment to inform self-advocates and families about the essential nature of employment in an individual's life.
Perceived Barriers/Challenges	Cost, paradigm shift, coalition-building with various partners and stakeholders

Short-term Objectives	All state agencies, providers, and partner organizations share the same message with stakeholders and the public
	 Involve SD Employment First Alliance subcommittee for Messaging and Outreach
	 • Distribution of "Supporting Real Lives Across the Life Span" folders and associated materials as a tool to reach families, educators, and support networks regarding the importance of planning for the future
	 • Outreach to schools regarding:
	    o Workforce Innovations and Opportunities Act
	    o Post-Secondary Education grant opportunities at Augustana College
	 • Develop a strategy to capture success stories related to employment
	 • Enhance the employment content within DDD's website to highlight success stories, training opportunities, and other employment related activities
	 • Utilize DHS Facebook page and Twitter account as forums to share success stories
	 • Utilize SD Employment Provider listserv as a Community of Practice in which employment providers and other stakeholders can collaborate and share stories of successes and challenges
	 • Employment First Summit
	 • Sharing information regarding employment first philosophies at conferences, gatherings, and other outlets for:
	    o Self-Advocates
	    o Families
	    o Teachers and Directors of Special Education at local school districts,
	    o Transition Services Liaison Project staff,
	    o Family Support Coordinators, and
	    o Birth to Three Coordinators

Responsible Person(s)	Dan Lusk, Julie Hand, KD Munson, Patrick Baker, SD EFA subcommittee for Messaging and Outreach
Projected Start Date	2/14
Projected Completion Date	On-going
SELN Role/Responsibility (if any)	Ongoing technical assistance regarding outreach approaches and resources

Activity 2	Develop an outreach campaign for "Supporting Real Lives Across the Life Span" folders and corresponding materials
Long Range Goal	Distribute meaningful resources to assist families with navigating various service delivery systems throughout the life stages
Perceived Barriers/Challenges	Time commitment, cost
Short-term Objectives	- Develop a quality messaging plan for the "Supporting Real Lives" materials deployment - Share information at conferences where self-advocates, families, educators and other stakeholders are in attendance - Outreach and training to those partner agencies listed as resources within the folder - Develop a method to measure the impact of the materials
Responsible Person(s)	Dan Lusk, KD Munson, Julie Hand, Patrick Baker
Projected Start Date	10/13
Projected Completion Date	6/15
SELN Role/Responsibility (if any)	Technical assistance and feedback regarding resources for families and best practices in distribution and outreach.

Note- add tables for goals and activities as needed

Financing and Contracting Methods

Activity 1	Collaborate with DDD's Financial Workgroup to define employment related services and incentivize desired integrated employment outcomes
Long Range Goal	- Create funding incentives for providers to support increasing integrated employment outcomes for individuals who state a preference for work in the community. - Identify reimbursement and/or incentives for providers who recognize employment goals and outcomes as a priority in their service delivery system. - Development of rates to reinforce use of integrated support services over facility based employment services. - Enlist SD Employment First Alliance to research and develop guidelines for various levels of qualifications for employment staff providing employment supports.
Perceived Barriers/Challenges	Complexity of funding, rate structures, paradigm shift
Short-term Objectives	- Utilizing consultant services - Developing protocol and policy regarding updated employment service definitions - Dissemination of user-friendly guidelines for employment services and billable activities - Establishing fee structure
Responsible Person(s)	Dan Lusk, Julie Hand, KD Munson, Colin Hutchison, Darryl Millner
Projected Start Date	6/13
Projected Completion Date	12/16
SELN Role/Responsibility (if any)	Continued guidance and TA in relation to SELN Funding Study Presenting information related to outcome based rate structures to the DDD Financial Work Group

Training and TA

Activity 1	Assist providers' transition to integrated community based services
	   a) Staff Acquire Skills
	   b) Delivery of Effective Employment Supports

Long Range Goal	• Review options and develop a statewide mechanism to build a sustainable and competent workforce to deliver quality employment services. • Review options for creating sustainable strategies to help acquire competencies needed to offer and deliver effective supported employment services.
Perceived Barriers/Challenges	Curriculum Development, participation of providers

Short-term Objectives	• Continued encouragement for provider participation in establishment grants to expand Supported Employment services offered by the Division of Rehabilitation Services
	    ○ Promote training and certification opportunities provided through establishment grant efforts
	• Collaborate with the Division of Rehabilitation Services to ensure reimbursement incentives for Certified Employment Support Professionals (CESP) is sustainable within the DDD system.
	• SD EFA subcommittee for Effective Employment Supports efforts to:
	    ○ Collect data from providers regarding training needs
	    ○ Research expectations from Centers for Medicare and Medicaid Services
	    ○ Incorporate requirements of Workforce Innovations and Opportunities Act
	• Incorporate competencies previously identified by Core Stakeholders, SD EFA, and other groups within SD into provider qualifications within employment services in CHOICES waiver.

Responsible Person(s)	KD Munson, Julie Hand
Projected Start Date	12/13
Projected Completion Date	On-going
SELN Role/Responsibility (if any)	• Sharing best practices from other SELN member states • Sharing core competency analysis completed by SELN

Activity 2	Integrate Person Centered Practices into employment planning, supports, and outcomes
Long Range Goal	• Expand current use of Person Centered Practices to include employment-related discovery and development of supports
Perceived Barriers/Challenges	Ongoing training of job development staff, service coordinators, participants, family members, K-12 educators, and other members critical to plan development
Short-term Objectives	• Deployment of Person Centered Employment Guide to employment providers, support coordinators, and Vocational Rehabilitation Counselors. ○ Enlist SD Employment First Alliance members to use PC Employment Guide and provide feedback in

	order to continually improve quality.
	- Development and deployment of Person Centered Transition Assessment - Strengthen Employment Community of Practice by gathering information related to best practices currently in place within South Dakota and disseminating information. - Strengthen employment curriculum and stories within 2 Day PCT Training - Develop in-state capacity to train employment providers in the use of Person Centered Tools as a method to improve employment outcomes. - Utilize current SD PCT Trainers' expertise to provide training to employment providers and support coordinators.
Responsible Person(s)	Julie Hand, KD Munson, SD EFA subcommittee for Person Centered Practices
Projected Start Date	1/14
Projected Completion Date	On-going
SELN Role/Responsibility (if any)	- Research into other states' Person Centered Employment Planning - Connection to resources and states who have initiated and/or completed PC Employment efforts

Interagency Collaboration

Activity 1	Enrich interagency collaboration to ensure seamless transitions between delivery service systems and promote an employment first philosophy.
Long Range Goal	Create a system- and state-wide cultural shift in which people with disabilities are equipped, encouraged, and equal members of the general workforce.
Perceived Barriers/Challenges	Time commitment from all entities, federal and state regulations that may impede process/procedure streamlining.
Short-term Objectives	- Continue collaboration among state and partner agencies - Coordinate with the Division of Rehabilitation Services - Encourage providers to apply for Supported Employment program expansions - Collaborate with DRS to provide training to employment providers - Work with DRS Business Specialist regarding messaging and outreach efforts - Collaborate with the Dept. of Labor to learn more about efforts and learning gained through the Disability Employment Initiative - Participate in ASPIRE Advisory Committee - Work with the Dept. of Education to develop a Person Centered Transition Assessment to be utilized by teachers - Coordinate with partner agencies to support Augie Access secondary education pilot - Launch "Supporting Real Lives" materials to self-advocates, families, and partner agencies - Share "Achieving Dreams through Employment " document with partner agencies to impart the value of employment for people with disabilities - Coordinate with the Dept. of Labor, Dept. of Education, and the Division of Rehabilitation Services to carry out

	requirements of the Workforce Innovations and Opportunities Act.
Responsible Person(s)	Julie Hand, KD Munson, Dan Lusk
Projected Start Date	8/2013
Projected Completion Date	12/16
SELN Role/Responsibility (if any)	

Services and Service Innovation

Activity 1	Enhance employment provider capacity and capability within the current provider system
Long Range Goal	Build capacity in the number of qualified employment providers as well as competency of new and existing providers
Perceived Barriers/Challenges	Number of available providers, structure of current system , current reimbursement structure, transportation
Short-term Objectives	- Collaborate with the DDD Financial Work Group - Revision of employment definitions within CHOICES waiver - Development of provider qualifications - Collaborate with Division of Rehabilitation Services to ensure consistent expectations and smooth transitions between funding sources - Assess feasibility of implementing training for employment-related staff - Coordination with Effective Employment Supports subcommittee within the SD EFA
Responsible Person(s)	Dan Lusk, Darryl Millner, Julie Hand
Projected Start Date	10/13
Projected Completion Date	On-going
SELN Role/Responsibility (if any)	Technical Assistance

Activity 2	Reduce the number of people receiving services in facility-based work and non-work settings.
Long Range Goal	Change the culture and expectations around individual, integrated employment
Perceived Barriers/Challenges	- Current number of people receiving facility-based work and non-work settings - Incentivizing integrated employment services - Data collection of level of supports
Short-term Objectives	- Conduct a time study of actual costs through the DDD Financial Workgroup - Develop a funding mechanism in which integrated employment is paid at a higher rate than segregated work - Define acceptable facility based versus community based activities and structure reimbursement accordingly

	• Work with youth, parents, Birth to Three program, the Department of Education, schools, Family Support Council and Core Stakeholders to communicate a consistent message of individual, integrated employment as a first preference
Responsible Person(s)	Dan Lusk, Julie Hand
Projected Start Date	10/13
Projected Completion Date	10/15
SELN Role/Responsibility (if any)	Technical assistance regarding systems change, paradigm shift that has occurred in other member states

Performance Measurement, QA and Program Oversight

Activity 1	Develop performance metrics that measure employment outcomes
Long Range Goal	• Develop a comprehensive approach to data management to ensure data-driven decision making and continuous quality improvement. • Measure the quality and responsiveness of employment services. • Measure the utilization of Person Centered Practices in employment supports statewide and by provider
Perceived Barriers/Challenges	Lack of current reliable data, time and resources required to conduct time studies

Short-term Objectives	• Determine performance benchmarks to gauge progress in expansion of integrated employment system-wide.
	   ○ Utilize the resources and knowledge of SD Employment First Alliance, DDD Financial Workgroup and DHS Budget and Finance.
	   ○ Develop desired outcomes that align with current DDD data collection sources such as CQL and NCI
	   ○ In coordination with the DDD Financial Workgroup, create a billing/documentation system that supports the collection of outcome-based data
	• Revisit baseline employment data collected in 2010 to evaluate effectiveness of recent efforts
	• Review and share provider-specific data reports to highlight those excelling in producing the desired employment outcomes and provide technical assistance to lower-performing providers.

Responsible Person(s)	Dan Lusk, Julie Hand
Projected Start Date	8/13
Projected Completion Date	12/17
SELN Role/Responsibility (if any)	Webinars Technical Assistance Resources Utilize the SELN to identify and access information from other states on their strategies for employment data systems.