

3300.6015 EXTENDED EMPLOYMENT SUPPORT PLANS.

Subpart 1. **Extended employment support plan.** The provider must develop an extended employment support plan with each individual in the extended employment program.

Subp. 2. **Requirements of extended employment support plan.** The plan must include the following:

- A. the individual's employment goals and objectives, including:
 - (1) employment goals and goals for career advancement;
 - (2) the individual's preferences for employment setting, integration, range or level of pay, work hours, work schedules, and benefits, including reference to the individual's decision from the career counseling, information, and referral meeting regarding whether an individual expressed interest in pursuing competitive, integrated employment; and
 - (3) the timeline for reaching the individual's employment goals;
- B. the individual's vocational strengths, education, and work skills;
- C. the individual's interests and preferences for jobs and work environments;
- D. the individual's serious functional limitations to employment and how they impact an individual's ability to maintain employment;
- E. the individual's preferences for when, where, and how the required two in-person meetings per month will occur;
- F. identification of the specific ongoing employment support services that will be provided;
- G. the person or persons who will be providing the ongoing employment support services, and a plan that describes how the individual will be notified and the impact on scheduled services in the event the identified person or persons are absent or unavailable to provide scheduled services;
- H. the individual's decision to disclose or not disclose disability-related information to the individual's employer and how supports will be provided in either scenario;
- I. the names of the participants in the planning and preparation of the individual's extended employment support plan; and
- J. the signature of the individual.

Subp. 3. **Annual review and update of extended employment support plan.** A provider must facilitate a review of an individual's extended employment support plan and update the plan at least once per year. The new or updated extended employment support plan shall be maintained in the case file. The review and update of the plan shall include the individual, the provider, and anyone else the individual would like involved. The review and update of the plan must include a discussion of each element of the extended employment support plan and must itemize each of the following:

- A. the individual's satisfaction with his or her employment and the ongoing employment support services that are being provided;
- B. the effectiveness of the individual's extended employment support plan in achieving the individual's vocational goals;
- C. the individual's interest in changing or advancing in employment; and
- D. the individual's continuing need for ongoing employment support services to maintain or advance in employment going forward.

Statutory Authority: *MS s 268A.15*

History: *43 SR 993*

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