# VRSM C-1200: Supported Employment Services

Revised June 1, 2022

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## C-1203: Individualized Plan for Employment for Supported Employment

Supported Employment must be identified as an appropriate rehabilitation objective for the customer and is based on a comprehensive assessment that determines the customer's unique strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice. This objective is included in the customer's individualized plan for employment (IPE).

An IPE for SE must:

* show that the customer is eligible for and will be receiving SE Services via the checkbox option in RHW;
* include SE services as a planned service;
* specify the benefits analysis and planning for customers who receive Social Security benefits to determine whether benefits exist that the customer can access to support employment;
* specify the maximum number of hours the customer will work in a competitive integrated setting based on the customer's unique strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice;
* specify ongoing training and supports such as job skills training needed at the employment site and away from the employment site that will be necessary for the customer to maintain the competitive integrated employment;
* specify the Extended Services and supports needs and sources to provide or arrange the Extended Services, including natural supports, including:
	+ the name of the individual, organization, or other resource that is reasonably expected to agree to provide Extended Services after the TWC-VR–funded services cease (if such a resource cannot be identified when the IPE is developed, include information about a reasonable expectation for the time that a source for the Extended Services will become available before case closure); and
	+ an explanation of the coordination of services and comparable benefits that will be provided under other individualized plans for other federal or state programs, when available and identified through Social Security benefits analysis and planning. Examples are:
		- an Individualized Education Plan (IEP);
		- an Individualized Transition Plan (ITP-BSD);
		- CLASS;
		- HCS; and
		- other available programs.

If the original IPE did not identify SE as a planned service, the IPE must be amended to include SE and the SE service provider. All changes to planned SE services must be documented in an IPE or in an IPE amendment. Use of service-justification case notes instead of an IPE or IPE amendment is not allowed.

When completing an IPE for SE, refer to [VRSM B-500: Individualized Plan for Employment](https://twc.texas.gov/vr-services-manual/vrsm-b-500) and Post-Employment.

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## C-1207: Closing a Supported Employment Case

Before successfully closing a case with an SE outcome, in addition to the requirements outlined in [B-600: Closure](https://twc.texas.gov/vr-services-manual/vrsm-b-600) , the following conditions must be met:

* The SE specialist has successfully placed the customer in a job consistent with the SE plan.
* The customer has worked at least 90 days without substantial services funded by VR and without provision of services other than monitoring the established extended support.

When closing the case in RHW, ensure that the Employment Outcome at Closure, which is captured on the Successful Closure page in RHW, is updated to show "Supported Employment in Competitive Integrated Employment."

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