**Supported Employment Transition**

On February 1, 2022, the new Supported Employment (SE) model will go into effect. Below are guidelines for how to transition from the legacy model to the new model.

**Supported Employment Assessment**

Customers who have begun, but not completed, a Supported Employment Assessment prior to February 1, 2022 will complete the Supported Employment Assessment, using the [VR1641, Supported Employment Assessment Report (SEA)](https://www.twc.texas.gov/forms/index.html). After the SEA is complete, they will then switch to the new model for the SE Plan and SE services, using the new forms.

**Added 2-10-22,** for clarification:If it is determined a CPA needs to be completed due to a change in the customer’s circumstances and a SEA was previously done a VR3472, Contracted Service Modification Request for Job Placement, Job Skills Training, and Supported Employment Services will have to be approved prior to the service authorizations being issued for the CPA.

**Supported Employment Benchmarks 2, 3, 4, 5, and 6**

Customers who have completed the VR1642, Supported Employment Service Plan 1 prior to February 1, 2022 will continue to advance through the legacy Supported Employment model, now located in Standards for Providers Chapter 25.

If a customer’s VR1642 needs to be updated after a placement has been secured, it will be amended, and the customer will continue through the legacy Supported Employment model.

For customers that lose a job that was secured through the legacy Supported Employment model, the VR1632, Supported Employment Plan and Employment Report will be completed, and the customer’s case will then switch to the new model of Supported Employment using the new forms described in Standards for Providers Chapter 18. **Added 2-10-22,** for clarification: The customer will begin the new SE Services at the SE Plan Meeting following the New SE Services as described in SFP Chapter 18. Since the customer will be placed a second time a VR3472, Contracted Service Modification Request for Job Placement, Job Skills Training, and Supported Employment Services will have to be approved prior to the service authorizations being issued and the VR1632 being completed.

If a customer’s VR1642 needs to be updated prior to a job being secured through the legacy Supported Employment model, the VR1632, Supported Employment Plan and Employment Report will be completed, and the customer’s case will switch to the new model of Supported Employment using the new forms described in Standards for Providers Chapter 18.

For any customer in the legacy Supported Employment model who does not have a job secured by April 1, 2022, the VR counselor will need to schedule an SE Plan Meeting with the customer, SE specialist, and the customer’s circle of support, if any, to complete the VR1632, Supported Employment Plan and Employment Report so the customer can switch to the new Supported Employment model. Unless placed in a job before April 1, 2022, SE cases should be utilizing the new Supported Employment model by April 30, 2022.

**Questions**

Questions on how to manage a Supported Employment case may be emailed to VR.Standards@twc.texas.gov.