First and foremost, as all of our services go, there is not a one size fits all. This document is meant to help you think through possible service needs, it cannot be structured in a way that will work for all cases. You will need to utilize your Vocational Counselor expertise to determine if the services are appropriate for the case you are working on.

As we consider the questions below it is important to remember that we must consider if our staff could provide these services directly to a Job Candidate (JC) and review comparable benefits and service providers that could also provide services to help answer the below questions. We only authorize CRP's to provide services if/when we are not able to provide direct services. This may be due to expertise, capacity in an office, or number of hours necessary to complete the service.

Remember, each case is different and this document is very simplified for understanding. It does not take into account what the JC has for support teams, individual needs due to their disability, their interests, and the community support available. These must be considered as you consider the options available to you and the JC.

**Questions to Consider:**

1. Do you, the JC, and/or the members of the team understand the JC’s unique interests, skills, and abilities? If No: consider Customized Discovery (CD)-if your CRP is able to provide this service; Career Exploration; and Job Shadow services. \*CD is only available for MSD JC’s. \*\*Career Exploration and Job Shadows further defined on page 2. Career Exploration is only utilized in rare circumstances.
2. Do you, the JC, and/or the members of the team understand the JC’s limitations and support needs on the job. Do you understand what support the JC will need for a community integrated job? If No, consider Work Readiness Assessment.
3. Does the JC have a specific work habit that needs to be corrected or trained on that would be best working on during an employment setting? If Yes, consider a Work Adjustment Training.
4. Will your JC require assistance with Job Development where a provider will work directly with businesses to assist the individual with the application and onboarding process to ensure that the placement is a good fit given the JC’s unique interests, skills, abilities, and limitations/support needs; and VR is not able to provide this service directly. If yes, consider Job Development Services.
5. Will the JC need employment positions to be customized to fit their unique needs? If yes, consider authorizing Customized Employment.
6. Will the JC need ongoing long term support from a job coach (even after stabilization) to assist with success on employment. If yes, consider Supported Employment Job Coaching and the Natural Supports service to help the JC set up a Natural Support Plan. \*JC must be MSD in order to receive supported employment job coaching service.
7. Will the JC need on the job supports short term to learn the job but once learned they will be able to be independent in that position? If yes, consider Non-Supported Employment Job Coaching.

**Additional Services Available and when we may authorize for those services:**

Job Shadow-This may be authorized as we are assessing the JC’s unique interests, skills, and abilities. This will allow a JC to see different work environments, job tasks, and positions available in their community with a support member available if needed.

Transportation Training-utilized when JC needs support learning to use public transportation

Externship-utilized when a JC needs to learn how to do the tasks of a specific job and would benefit from learning the skills on a job. The CRP is the employer on record in these situations.

Career Exploration- utilized when an individual's disability causes limitations to career exploration and more intensive exploration processes is needed and is unable to be completed by the VR Staff directly.