

Key Assumptions for a High Quality Funding System

- **Simplicity is essential:** The funding process and payment rates need to be simple to understand and implement.
- **Service definitions must link to billable activities:** Clear service definitions must be developed that are directly linked to the billable activities allowed under each type of integrated employment service.
- **High quality staff must be compensated:** Employment training specialist and individual job coach wages need to be sufficient to attract individuals who have the capability to operate effectively in complex and diverse work environments.
- **Rate must be based upon staff cost:** Staff cost is the primary driver of service costs. Rates must be based upon the cost of competent staff needed to complete the job tasks and not historical costs.
- **Payment for indirect staff time must be included in the rate:** Indirect staff time needs to account for specific employment training requirements and career development opportunities, staff transportation when not with the individual, meeting with businesses and other system professionals, and the completion of paperwork.
- **Providers' skill sets must be consistent across the state:** Part of developing a high quality integrated employment system is ensuring that there is consistency across the state in providers' ability to provide employment services. Statewide training and certification requirements for integrated employment are an important tool to facilitate this factor.
- **Support a stable work team for long-term support:** Providers need a predictable stream of income that will allow them to maintain flexible staff resources for employment support and that encourages fading intensive job coaching.
- **Some services must be time limited:** Clear points in time must be identified for the transition between different levels of integrated employment services. There should be a time limit on the amount of time needed to complete the career exploration process, and a standardized method for determining the fading of job coaching and transition to ongoing supports with a process for exceptions.
- **The budget allocation process is different from the payment rate process:** The development of the process for individual budget allocation must be done separately from the development of payment rates for day and employment services.
- **Individual level of need matters:** Both the individual budget allocation and payment authorization for day and employment services must account for the individual's level of need.
- **Transportation must be a separate allocation:** Funding for transportation for the individual must be a separate allocation and rate. The separation of service from transportation funding must occur across all day and employment services, not just integrated employment services.
- **Funding systems need to have complementary case management systems that support the individual:** The case management structure and process needs to be responsive to changes in individual's support needs and be able to quickly fund additional supports during times of crisis. Additionally the funding and case management systems must be designed to support a whole life individual community centered approach.
- **Funding systems must acknowledge the long-term costs:** For long-term cost management, state I/DD agencies must determine what facility-based and day services they will reduce to allow reallocation of resources for expansion of employment and employment related integrated services, for instance adding career planning/discovery to the service options.