

LRS 2023 Supported Employment Milestone Summary

		Send to LRS	Auth rcvd	Sent LRS	Pay rcvd
Intake	When Authorization for Assessment is received, Provider must contact consumer within 1 week				
Community-Based Assessment (CBA)	Within 90 days, after three separate assessment meetings and Community-Based Assessment is completed. (Seven topic areas noted in CBA:1.)	<ul style="list-style-type: none"> • CBA:1 • CBA:1A • Invoice (\$500) 			
MILESTONE 1 Job Search Assistance	After staffing meeting where IPE is completed and amended. JSA:1 is to be submitted monthly until job placement is made.	<ul style="list-style-type: none"> • CBA:2 • JSA:1 • Invoice (\$1000) 			
MILESTONE 2 Job Placement Assistance	Client has been employed at least seven (7) days	<ul style="list-style-type: none"> • Final JSA:1 • SE:2A • Invoice (\$1500) 			
MILESTONE 3 One-Month Job Retention	Client has been employed for 30 days	<ul style="list-style-type: none"> • SE:3 • SE:4 • Pay Stubs* • Invoice (\$2250) 			
Monthly until Case Closure	Send SE:3 and SE:4 monthly until case closure.	<ul style="list-style-type: none"> • SE:3 • SE:4 • Pay Stubs* 			
MILESTONE 4 Two-Month Job Retention	Client has completed two (2) months of employment	<ul style="list-style-type: none"> • SE:3 • SE:4 • Pay Stubs* • Invoice (\$1750) 			
MILESTONE 5 Three-Month Job Retention	Client has completed three (3) months of employment	<ul style="list-style-type: none"> • SE:3 • SE:4 • Pay Stubs* • Invoice (\$1250) 			
MILESTONE 6 Job Stabilization	Job Stabilization has occurred and agreed upon by Counselor and client, date is documented	<ul style="list-style-type: none"> • SE:3 • SE:4 • SE:5 • Pay Stubs* • Invoice (\$1000) 			
MILESTONE 7 Transition to Extended Services	Client has reached 60 days of continuous employment with one employer after M6 and: - is working at maximum potential, - all job duties are being satisfactorily performed, - natural supports are being used, - extended services identified in SE:5 being used (*Additional coaching hours can be authorized for youth under 25)	<ul style="list-style-type: none"> • SE:3 • SE:4 • SE:5 • Pay Stubs* • Invoice (\$500) 			
MILESTONE 8 Successful Employment Outcome	Client has maintained at least 90 days of continuous employment with one employer after M6 and: - is working at maximum level, - natural supports are being used, - extended services identified in SE:5 being used - wages verified (*Additional coaching hours can be authorized for youth under 25)	<ul style="list-style-type: none"> • SE:3 • Pay Stubs* • Invoice (\$500) 			
		Total invoices (10,250)			

Supported Employment LRS Form Legend

CBA:1	Community-Based Assessment Report
CBA:1A	Assessment Activities Log
CBA:2	Staffing Meeting Report
JSA:1	Monthly Job Search Assistance Progress Report
SE:2A	Job Match Analysis
SE:3	Monthly (Job Retention) Progress Report
SE:4	Monthly Job Coaching Time Long
SE:5	Natural Supports Plan