

**Home and Community-Based Services (HCBS) Rules
CONCEPT FORM**

Enclosure C

Vendor name	PSW (Porterville Sheltered Workshop)
Vendor number(s)	HC0403
Primary regional center	Central Valley Regional Center
Service type(s)	Work Activity Program (WAP)
Service code(s)	954
Number of consumers currently serving	65
Please describe your person-centered approach ¹ in the concept development process; how did you involve the individuals for whom you provide services?	<p>Individuals enrolled in the existing Work Activity Program (WAP) participated in brainstorming sessions with staff, supervisors and business services director in establishing key components of this concept proposal in the month prior to submission.</p> <p>Individual satisfaction surveys annually with individuals during the month of their birth to identify their specific needs/wants, concerns, and goals for the upcoming year.</p> <p>Program Services Satisfaction Surveys are provided to each individual served and all other stakeholders including family members and CVRC staff annually, with results recorded and shared with stakeholders and the public. Unmet service needs are prioritized and addressed in ongoing program development.</p>
Does the concept address unmet service needs or service disparities? If so, how?	Yes, education/training to individuals in the person-centered approach, training in “essential skills” development for individuals served, dedicated transition coordinator with outreach to local businesses to establish apprenticeship sites.
Barriers to compliance with the HCBS rules and/or project implementation	<p>Federal Requirement #1: At present time, PSW’s WAP Program is center based. The setting is a warehouse/production area located in a rural industrial park surrounded by other similar facilities for production and agriculture. PSW WAP Assembly provides a variety of paid work opportunities, work adjustment and supportive habilitation services to individuals with varying levels of ability.</p> <p>The primary focus of this setting is paid work. By design, activities in the community are limited based on the premise of “workplace expectations”. Access to the setting by the public is limited due to safety and privacy policies of PSW.</p> <p>Of the 65 individuals currently receiving service, 11 receive funding via Medicaid waiver. (17%)</p>

¹ A person-centered approach emphasizes what is important to the individual who receives services and focuses on personal preferences, satisfaction, and choice of supports in accessing the full benefits of community living. For more information regarding person-centered practices, please visit <http://www.nasddds.org/resource-library/person-centered-practices/>

	<p>Paid work opportunities include: small parts assembly, order fulfillment, recycling and confidential document shredding. The pay structure is piece rated with each individual given the opportunity to earn minimum wage or more, based on their ability.</p> <p>Although these tasks create paid opportunities for individuals served, PSW realizes that the program delivery system is not currently HCBS Compliant, falling short in allowing individuals regular access to the greater community during the scheduled program/work day.</p>
<p>Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request</p>	<p>PSW proposes a revised program design, which would become a hybrid design providing vocational and pre-vocational training and a paid work apprentice program to promote greater access and exposure to the integrated community for individuals served based on their needs and wants.</p> <p>The concept would be person centered, utilizing the PATH (Planning Alternative Tomorrow's with Hope) process to develop individualized goals containing both paid work and non-paid vocational/community education components:</p> <p>Paid Work Component: The current location would transition to become a “hub” for transportation to “apprenticeship sites” to be developed in the community in a variety of local, businesses. The apprenticeship opportunities would not be designed to be long-term, paid positions. They would offer partnering businesses an opportunity to observe the abilities, and talents of individuals served while offering them a NEW pool of potential applicants to choose from.</p> <p>Nonpaid Component: Unpaid work (such as volunteering), employment skill development, establishment of social networks and community access will become a greater focus of the program. Individualized to each participant, choices may include attending community meetings/town halls, enrollment in community college classes, job readiness training, onsite employment preparation and career exploration activities including identifiable community resources (workforce investment board, EDD, Job Clubs etc.)</p> <p>Justification: This will be a multi-faceted project requiring extensive development and transition of individuals served. Consultative services will need to be engaged in evaluating and updating program designs. Locating and establishing apprenticeship sites will require extensive outreach and marketing. Curriculum for non-paid activities will need to be developed and sites for volunteer activities and work assessments will need to be explored and established.</p>

<p>Estimated budget; identify all major costs and benchmarks — attachments are acceptable</p>	<p>Training of Participants in person centered planning and transition from the traditional program setting \$70,000</p> <p>Initial training in Person Centered Planning to Direct Service Staff and Case Managers (250 staff) \$135,000</p> <p>-Start up wages/benefits for Project Manager & Transition Coordinators \$ 118,100</p> <p>Consultant Fees (up to160 hours) \$120,000</p> <p>Purchase of Class C vehicles/passenger vans for transportation into community (up to 5) \$200,000 (including tax/license and documentation fees)</p>
<p>Requested funding for 2017-18</p>	<p>\$535,100</p>
<p>Estimated timeline for the project</p>	<p>2017-2018—Development/Information, training, recruitment and launch:</p> <ul style="list-style-type: none"> • Flesh out details of concept proposal with individual participant input and if selected, establish contract agreement with CVRC (February 2018) • Stakeholder Meetings and education for individual participants, their families and other associated agencies related to the program design changes (March 2018) • Engage consultants in revamping program designs and integrating software for data collection (March-April 2018) • Curriculum development for non-work component with participant input (March-May 2018) • Expand outreach/marketing to include non-disabled community partnerships, community employers, service clubs etc. (March- December 2018) • Train Leadership Team and Case Managers in Person Centered Thinking and Person Centered Planning (April-June 2018) • Launch recruitment for community partners and begin satellite apprenticeships (June- August 2018) • Purchase of two vehicles for community transportation (June 2018) and as apprenticeship, sites and community partnerships develop purchase additional three vehicles based on need. (Fall 2018)