

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

Vendor name	Lincoln Training Center
Vendor number(s)	HA0369, HA0368,
Primary regional center	Alta California Regional Center
Service type(s)	Supported Employment Group and Individual Placement
Service code(s)	950, 952,
Number of consumers currently serving and current staff to consumer ratio.	48 in SE Group 1:3 ratio; 17 in IP 1:1 ratio
Have you or the organization you work with been a past recipient of HCBS Funding?	Yes
Please provide a brief description of the service/ setting that includes what a typical day consists of and how services are currently provided; include barriers to compliance with the HCBS rules.	<b>Current Services:</b> In LTC's Supported Employment Program, group supported employment options are not currently customized based on the individual's needs, preferences and skills; the jobs are currently driven by the labor market. Access in the community is currently designed in a group setting, as opposed to individual community integration. This office currently has 16 groups and 17 clients placed in a CIE - IP setting. <b>Barriers:</b> Ongoing barriers to the existing and new services lie heavily on disparities in diversity that present a stigmatization and misconception of disability within a culture(s) coupled together with a fear of losing benefits, such as SSI/SSDI and medical benefits.
Identify which HCBS federal requirements this concept addresses that are currently out of compliance.	This concept addresses Federal requirements 1, 2, 4, and 5 that are not currently in compliance.
Narrative/description of the concept; include justification for the funding request and explain how the concept would achieve proposed outcomes.	LTC proposes the following in order to address federal requirements that are not currently in compliance, and/or to support new person-centered services that will be provided to fall into compliance. Barriers lie heavily on disparities in diversity that present a stigmatization and misconception of disability within a culture(s) coupled together with a fear of losing benefits, such as SSI/SSDI and medical benefits. LTC is requesting funds for 3 years for a <b>Community Inclusion Specialist</b> . <b>Responsibilities:</b> <ul style="list-style-type: none"> <li>• Work Incentive Planner/Employer Engagement</li> </ul>

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	<p>This individual would become certified as a Work Incentive Planner providing valuable supports to minority clients/families, and assist with employer engagement.</p> <ul style="list-style-type: none"> <li>• Facilitate and monitor a focus/volunteer group - to assist with providing supports addressing the misconceptions and stigmatization. This individual will be bilingual.</li> <li>• Interpretation/Translation of pertinent documents/forms</li> <li>• Monitoring Outcomes of placements based on community involvement, family/employer outreach, etc.</li> <li>• Assist with job development and IP/PIP job coaching</li> </ul> <p>-To support this position in receiving the necessary training, funds for the Community Inclusion Specialist and the Case Manager to become <b>Certified Work Incentive Planners</b> is being requested. As follow up to the ACRE Training, LTC would like to request funds to hire a <b>Technical Assistant Training Consultant</b> that would be addressing the next necessary phase of instruction/guidance in creating person-centered client profiles, direct support to complete assessments, targeted goal setting, onsite training and support, resource and material review and development, and employer engagement training. This training will assist in more customized CIE placements. With the increased number of clients transitioning into the community, funds for 3 years for <b>2-Job Developers/IP Job Coaches (FTE, bilingual)</b>. They would assist with providing the necessary supports to the clients and employers. LTC is requesting funds for <b>1-Transit Van</b>, to support the Community Inclusion Specialist and <b>1-Transit Van</b> to be shared by the Job Developer/Job Coach positions. whose primary responsibilities would be in the community. To ensure safeguarding of clients' personal records and HIPAA information, and to ensure client safety, funds to hire <b>1-Data Entry Clerk (PTE)</b> that will computerize LTC's client files. Current staff have the time to maintain the files once they are computerized, however, their existing work load does not allow time to input the data. The last component would be funds for <b>22-Tablets and an Annual Remote Device Data Plan</b>; this would assist with safeguarding personal client information and provide Case Managers and direct care staff with immediate access to pertinent emergency contact/medical information while increasing safety measures. These would also allow person-centered activity for the clients, they could express themselves by utilizing these to select safety meeting topics, manage their own attendance logs, have e-mail access to their Case Manager, etc.</p>
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<p>Please describe your person-centered approach<sup>1</sup> in the concept development process; how did you involve the individuals for whom you provide services?</p>	<p>To receive direct input from clients LTC is utilizing an assessment that addresses client preferences. In addition, clients, parents and other stakeholders are members of the Strategic Planning Committee and participate in establishing long term goals for LTC as they relate to client services. LTC also schedules for the Department of Rehabilitation to come out and provide Career Counseling to all clients earning sub-minimum wage annually.</p>
<p>Does the concept address unmet service needs or service disparities? If so, how?</p>	<p>This concept supports Person-Centered services and will enhance and improve current and upcoming services in a manner that will address the unmet needs of clients, staff, and other stakeholders training needs while increasing CIE placements.</p>
<p>Estimated budget and timeline; identify all major costs and benchmarks — attachments are acceptable.</p>	<p>Please see attached budget.</p> <p><u>Timeline:</u> Staff Hire: July 2019 Training and Implementation November 2019</p>
<p>Total requested amount.</p>	<p>\$532,448 .00</p>
<p>What is your plan for sustaining the benefits, value, and success of your project at the conclusion of 2018-19 HCBS Funding?</p>	<p>LTC has requested funding for positions that will serve dual roles that include responsibilities that will bring value added services, and draw in revenue through job placement and job coaching that will assist in maintaining these positions long term. In addition to these, funds have been requested for time limited staff/consultant support that would allow LTC to come into compliance and develop person-centered services and supports, but will not require on-going wages to be paid.</p>

<sup>1</sup> 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 [www.nasdds.org/resource-library/person-centered-practices](http://www.nasdds.org/resource-library/person-centered-practices).