

INDIVIDUALIZED PLAN for EMPLOYMENT (IPE)

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04 (1)(m) Wisconsin Statutes].

Consumer Name Tom Smith	IRIS Case Number 123456789	Print Date 06/01/2014
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CHECK ONE: IPE IPE AMENDMENT

MY LONG-TERM EMPLOYMENT GOAL IS:

Full-time employment in hospitality industry

THE DATE THAT I WILL REACH MY GOAL:

09/30/16

PRIMARY SERVICES	START DATE	END DATE	PROVIDERS	WHO PAYS	PAYMENT METHODS
Vocational counseling to assist in reaching my employment goal	06/01/14	09/30/16	DVR	DVR	In-house service
Temporary Work to assist with exploration of various employment settings	06/01/14	06/01/15	XYZ High School; Chosen provider for Job Development.	XYZ High School, DVR	District funds, PO
Youth OJT to gain work experience within hospitality and increase soft skills required to maintain employment	01/01/15	06/01/16	Any employer that agrees to a permanent hire and completes Y-OJT paperwork	DVR	Direct to employer
Job development to gain employment consistent with work skills and follow along services to help me maintain my job.	02/01/15	09/30/16	Chosen provider for Job Development.	DVR	PO
Job coaching to assist with learning work tasks and increasing communication on the job	05/01/16	07/01/16	XYZ High School; Chosen provider for Job Development.	XYZ High School; DVR	PO

SECONDARY SERVICES	START DATE	END DATE	PROVIDERS	WHO PAYS	PAYMENT METHODS
Transportation required for Temporary Work/work experience	06/01/14	06/01/15	XYZ High School; XYZ Transit	XYZ High School; DVR	PO
Transportation required for job search	06/01/15	06/01/16	XYZ Transit	DVR	PO
Work related tools or clothing to help me maintain my permanent employment	06/01/15	07/01/16	Local provider	DVR	PO/ERL

SECONDARY SERVICES	START DATE	END DATE	PROVIDERS	WHO PAYS	PAYMENT METHODS

PROGRESS MEASURES:

By the 5th of each month, I will contact my DVR counselor to provide updates on my employment progress. If I have immediate concerns/changes to my employment goals, I will conatct DVR sooner.

I will take and pass the Soft Job Skills skills course at XYZ HS by January 2016.

I will attend classes at XYZ HS and complete all course work required to graduate in June 2016.

I will attend each day of the vocational evaluation, putting forth my best effort and meeting with evaluator, school staff, and DVR, to discuss the results of the evaluation by 5/31/15.

By April 2015, I will compelte a benefit analysis to help me understand how work wages will affect my benefits, including my SSI. I provide accurate information to the analyst and attend the meeting with the analyst, school staff and DVR to review the generated report.

I will participate in at least 2 job shadows/informational interviews by September 2014 to assist in my exploration and report back to my DVR counselor.

I will attend my work experience(s) at Americ Inn Hotel everyday, as scheduled, and complete all assigned work tasks.

I will complete the Youth Apprenticeship for Hospitality & Tourism by April 2015. I will do this by working the required 450 hours and receiving satisfactory ratings on skills and standards checklist. I will provide DVR with a copy of my Youth Apprenticeship certificate upon completing.

During my Y-OJT, I will learn the skills required to work within a hotel, and maintain that employment until I have an alternate job.

I will work with the job coach each shift to learn my job well and undesrtand what is expected of me by my employer. I will communicate with my job coach each shift to help manage anger and frustation.

I WILL BE RESPONSIBLE FOR:

- 1) I will maintain contact with DVR on a monthly basis.
- 2) I will participate in activities as outlined in Individualized Plan for Employment, meet progress measures, and discuss changes and updates as they occur.
- 3) I will work with my support system (i.e. doctors, school staff, parents) to follow through on recommended treatment
- 4) DVR support to achieve this goal is dependent on my satisfactory achievement of all progress measures.

DVR WILL BE RESPONSIBLE FOR:

- 1) Respond to requests in a timely manner
- 2) Provide counseling, guidance, resource and referral as dictated by case progress.
- 3) Assist in the coordination of services to facilitate transition to permanent employment.
- 4) Notify of any policy changes that directly affect him.
- 5) Review all reports and process requests and give feedback as needed.

6) Contact prior to case closure after 90 days of employment and provide an opportunity to discuss case closure.

- I have been offered the choice to develop my own plan: Yes No
- I have been offered assistance in creating my employment plan: Yes No
- I have been given choices to assist me in creating my employment plan: Yes No
- I have received a copy of my individual rights: Yes No

Signature (Consumer Representative Signature, If Appropriate)	Date Signed
Counselor Signature	Date Signed

DVR-12726-E (R. 10/2010)