

Management Skills for SEMP Leaders-  
*DATA DRIVEN DECISION-MAKING*  
Innovations in Employment Supports



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**Where are you in  
your  
development?**



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Complete  
this sentence

When I was a new  
manager, I wish I  
had known...

How I thought it  
would go



How it's going



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**SUPERVISOR**

The person who oversees the employees and regulates them to perform the work assigned.

**MANAGEMENT**

The person who manages the resources of the organization to achieve the ultimate goal.

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**ORGANIZATIONAL / OPERATIONAL TIPS**

The Big Picture



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### SEMP director expectations

|   |                                    |  |
|---|------------------------------------|--|
| <p>1</p> <p>Organizational expectations</p> | <p>2</p> <p>OPWDD expectations</p> | <p>3</p> <p>Audit/accreditation expectations</p> |
|---|------------------------------------|--|



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### TECHNOLOGY TOOLS

What technology do you use in your SEMP programs?



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What Technology do you **require** in your SEMP Programs?

|                          |                              |                      |   |  |                                 |                  |
|--------------------------|------------------------------|----------------------|---|--|---------------------------------|------------------|
| <br>Excel                | <br>Word                     | <br>Google Meet      | <br>TEAMS                                   | <br>Zoom                               | <br>O-NET                       | <br>APD          |
| <br>Outlook Calendar     | <br>Google Calendar          | <br>MyTime Scheduler | <br>doxy.me<br>Secure Telemedicine Platform |  | <br>samsara<br>GPS tracking app |                  |
| <br>OneDrive Shared Docs | <br>Google Drive Shared Docs | <br>Therap           |   | <br>medisked                           |                                 | <br>MaaS360 BYOD |
|                          |                              |                      |   | <br>Remind<br>Private mobile messaging |                                 |                  |



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### BEST Data Quotes

“Data is like garbage. You’d better know what you are going to do with it before you collect it.”

Mark Twain

“In the end you should only measure and look at the numbers that drive action, meaning that the data tells you what you should do next.”

Alex Peiniger, CEO, quintly

“The analysis of data will not by itself produce new ideas.”

Edward De Bono



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### WHAT IS DATA COLLECTION?

Data collection is defined as the “process of gathering and measuring information on variables of interest, in an established systematic fashion that enables one to answer queries, stated research questions, test hypotheses, and evaluate outcomes.”



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### WHY DO YOU COLLECT DATA?

- to learn about your stakeholders;
- to discover trends;
- to facilitate decision making and improve quality;
- to help resolve issues and improve the quality of services; and
- to direct different marketing strategies.



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### Qualitative Data vs. Quantitative Data

#### Qualitative Data

- Deals with descriptions
- Can be observed but not measured
- Uses the 5 senses (see, hear, taste, smell, feel)
- Qualitative=quality

#### Quantitative Data

- Deals with numbers
- Can be measured
- Sums, averages, medians, length of time, cost, age, etc.
- Quantitative=quantity

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### What Data are you currently collecting?

Program & Services

Quality Assurance

Staffing

Budgets & Billing

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PROGRAM DATA

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**Department of Health  
Regions for OPWDD Billing**

- Region 1 (New York, Bronx, Richmond, Kings, Queens)
- Region 2 (Nassau, Suffolk, Westchester, Putnam, Rockland)
- Region 3 (The Rest of State)

Up to date Regional SEMP fees may be found at: [Eleversity.org](http://Eleversity.org)



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**WHAT IS YOUR  
PROGRAM BILLING  
EXPECTATION FOR  
EACH ESP?**



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Setting Billing expectations



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Setting Billing expectations

|          |    |    |         |            |    |             |
|----------|----|----|---------|------------|----|-------------|
| Region 1 | WK | 15 | \$87.64 | \$1,314.60 | YR | \$63,100.80 |
| Region 2 | WK | 15 | \$92.01 | \$1,380.15 | YR | \$66,247.20 |
| Region 3 | WK | 15 | \$96.94 | \$1,454.10 | YR | \$69,796.80 |



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Setting Billing expectations

|          |    |    |         |            |    |             |
|----------|----|----|---------|------------|----|-------------|
| Region 1 | WK | 20 | \$87.64 | \$1,752.80 | YR | \$84,134.40 |
| Region 2 | WK | 20 | \$92.01 | \$1,840.20 | YR | \$88,329.60 |
| Region 3 | WK | 20 | \$96.94 | \$1,938.80 | YR | \$93,062.40 |



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Setting Billing expectations

|          |    |    |         |            |    |              |
|----------|----|----|---------|------------|----|--------------|
| Region 1 | WK | 35 | \$87.64 | \$3,067.40 | YR | \$147,235.20 |
| Region 2 | WK | 35 | \$92.01 | \$3,220.35 | YR | \$154,576.80 |
| Region 3 | WK | 35 | \$96.94 | \$3,392.90 | YR | \$162,859.20 |



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## New Provider Training

- Invitation ONLY — [Not currently scheduled]
- Request through your ETP Supervisor or contact [info@eleversity.org](mailto:info@eleversity.org)



[employment.vocational.services@opwdd.ny.gov](mailto:employment.vocational.services@opwdd.ny.gov)

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Please sign out to “everyone”

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**Eleversity**  
NEXT-LEVEL WORKFORCE EDUCATION



Contact Information

- [info@Eleversity.org](mailto:info@Eleversity.org)
- [www.eleversity.org](http://www.eleversity.org)
- (585) 340-2051

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