

Community Based Prevocational Services Amendments to 14 NYCRR Sections 635-10.4 & 635-10.5

FINAL REGULATIONS Effective Dates: July 1, 2015 & September 19, 2018

Community Based Prevocational Services may be provided directly to an individual or on his or her behalf. These services may include, but are not limited to:

- (i) Training the individual to follow directions, attend to task, multi-task, complete tasks, problem solve, work safely, increase productivity, adapt to work routines, and carry out assigned duties in an effective manner;
- (ii) Helping the individual to acquire appropriate attitudes and work habits, including instruction in social appropriate behaviors on and off the job site;
- (iii) Assisting the individual with adjusting to the demands of the workplace, including stress management techniques;
- (iv) Familiarizing the individual with job production and performance requirements, such as training the individual to follow directions;
- (v) Providing travel training, including the use of public and para-transit systems;
- (vi) Instructing the individual to adhere to generally accepted workplace policies, conduct and dress;
- (vii) Instructing the individual to communicate effectively with supervisors, coworkers and customers;
- (viii) Instructing the individual on topics related to mobility about the appropriate use of job-related facilities, such as lounge areas, lunch rooms/cafeterias; and rest rooms;
- (ix) Instructing the individual, family, advocates, and support staff about benefits, planning, education, and counseling pertaining to benefits management and employment;
- (x) Instructing the individual about the use of technology that can assist in developing job/volunteer skills and meeting workplace expectations;
- (xi) Assessing the individual to determine his or her work interests, productivity, and skills;
- (xii) Assisting the individual to experience a variety of employment and/or volunteer options within the community;
- (xiii) Documenting and supporting the delivery of Community Based Prevocational services. Examples include habilitation plans/staff action plans, service documentation, monthly summaries, annual assessments, and other documentation directly related to the delivery of community based prevocational services, as required by OPWDD;
- (xiv) Transporting individuals between activities;
- (xv) Assisting an individual with obtaining and participating in Community Based Prevocational experiences;
- (xvi) Developing and negotiating potential community and employment experiences on behalf of the individual;
- (xvii) Communication with family or other members of the individual's circle of support to discuss and address issues related to Community Based Prevocational activities, and preparing the individual for prevocational activities;
- (xviii) Staff travel time to and from allowable Community Based Prevocational services activities while the staff is being paid for work hours by the provider;
- (xix) Staff time to attend OPWDD Innovations Training; and
- (xx) Other services as previously authorized by OPWDD.