

# Chapter 206: Placement

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Vermont Division of Vocational Rehabilitation  
Policy and Procedures Manual

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## Section I. Definitions

- A. **"Competitive integrated employment"** means work that is performed on a full-time or part-time basis (including self-employment). The work is performed in an integrated setting. The individual is compensated at or above the minimum wage, but not less than the customary wage and level of benefits paid by the employer for the same or similar work performed by individuals who are not disabled. The individual is at a location where the employee with a disability interacts with other employees, other persons, customers and vendors to the same extent as other employees who are not individuals with disabilities and who have similar positions.

In the case of an individual who is self-employed, the person is earning income comparable to others without disabilities performing similar tasks and in similar occupations with similar training, experience, and skills.

- B. **"Employment outcome"** means, with respect to an individual, entering, advancing in, or retaining full-time or, if appropriate, part-time competitive integrated employment including customized employment, self-employment, telecommuting, or business ownership, or supported employment that is consistent with an individual's unique strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.
- C. **"Integrated setting"** means, with respect to the provision of services or an employment outcome, a setting typically found in the community in which applicants or eligible individuals are at a location where the employee with a disability interacts with other employees, other persons, customers and vendors to the same extent as other employees who are not individuals with disabilities and who have similar positions.

## Section II. General Policy

- A. Placement services provided for persons with disabilities shall be consistent with their strengths, resources, priorities, concerns, abilities, and capabilities so that such persons may prepare for and engage in gainful employment. A program of services shall be designed with an eligible person to enable his/her placement in or retention of an employment outcome.
- B. Placement services may be provided directly by DVR. Comparable services, such as those provided by the Vermont Department of Labor, will be used as appropriate and available.

## Section III. Types of Placement Services

- A. Placement usually includes one or more of the following activities:
1. An evaluation of the person's job readiness is performed;
  2. The person is guided in development and execution of a plan for job-seeking activities by individual or group instruction. This may include notification of potential

- job openings, instruction in making job applications and proper conduct/appearance during interviews, and counseling regarding job retention skills;
3. DVR or contracted staff person accompanies the person to and assists with the interview;
  4. Employers are contacted and jobs developed by a DVR or contracted staff person;
  5. The counselor and person collaborate with other organizations involved in employment services;
  6. The counselor interprets employment trends and economic forecasts;
  7. Jobs are analyzed and modifications recommended by the counselor; employers or supervisors are consulted, advised, and trained as needed;
  8. A DVR-designated person assists with or consults on removal of architectural and transportation barriers to employment; and
  9. Other activities similar to the above.

#### **Section IV. Criteria for Determining Suitable Competitive Integrated Employment**

- A. A placement may be considered to be a suitable competitive integrated employment outcome when it has been confirmed that the following conditions have been met:
  1. The person is satisfied with the employment placement. If the consumer has provided consent to contact the employer, the counselor has confirmed the employer is satisfied the person is maintaining adequate interpersonal relationships in the work environment;
  2. The person receives a wage commensurate with that paid others for similar work under legal requirements; and
  3. The employment is regular and permanent.

#### **Section V. Placement as a Post-Employment Service**

- A. Placement as a post-employment service may be provided to help a person maintain or regain a suitable employment outcome having achieved a status 26 as the result of the Individualized Plan for Employment. (See Chapter 205, "Post-Employment Services", for more information).