

Disclaimer

- This training is to provide a **high level overview** of the changes to the Standards for Provider Manual in the upcoming months (Chapter 19 was posted on the website on 9/27/17 and will be posted 30 days prior to taking effect).
- The contractor is responsible for all content in the manual.

Self-Employment Overview

- Vocational Rehabilitation Services (VRS) Self-Employment is a comprehensive service package for both blind and visually impaired and for general vocational rehabilitation customers.

Self-Employment Overview – 1

Self-employment:

- means the customer solely owns, manages, and operates a business and is not considered an employee of another person, business, or organization;
- exists when the service or product is actively marketed to other potential customers; and
- includes home-based businesses and telecommuting businesses.

Self-Employment Overview – 2

Types of self-employment available to VRS customers include:

- simple self-employment;
- comprehensive self-employment; and
- supported self-employment (SSE).

Self-Employment Overview – 3

- **Simple Self-Employment**

- Simple self-employment is for an independent contractor or subcontractor.

- **Comprehensive Self-Employment**

- Comprehensive self-employment includes any self-employment in which the customer is not an independent contractor or subcontractor and covers customers who do not meet the criteria for supported employment.

- **Supported Self-Employment**

- Supported self-employment is self-employment for customers who meet the criteria for supported employment.

Self-Employment Overview – 4

- **Supported Self-Employment**

- Supported self-employment is self-employment for customers who meet the criteria for supported employment.

Note: There are ala carte services prior to starting the Benchmarks for Supported Self-Employment. The Supported Self-Employment Business Plan must be approved prior to starting the benchmarks for Supported Self-Employment.

Self-Employment Overview - 5

A customer's employment goal must match the customer's position held in the Business Plan. The customer's self-employment must be in a work environment that is:

- integrated;
- competitive; *
- full-time or the most hours the customer can work; and
- permanent, not temporary (seasonal).

Self-Employment Overview - 6

*In the case of an individual who is self-employed, yields an income that is comparable to the income received by other individuals without disabilities, who are self-employed in similar occupations or on similar tasks and who have similar training, experience, and skills.

Qualifications for the Self-Employment

- **Certified Business Technical Assistance Consultant (CBTAC)**
- A Certified Business Technical Assistance Consultant (CBTAC) must be certified by [The Center for Social Capital](#).

Additional Qualifications for Self-Employment

- **Supported Self-Employment Endorsement**
- It is preferred that the CBTAC meets the [qualifications of a supported employment specialist](#) under [18.2.1 Supported Employment Services](#) and must be certified by [The Center for Social Capital](#) as a CBTAC.
- **Job Skills Trainer**
- A job skills trainer must meet the qualifications outlined for a [Job Skills Trainer](#) under [18.2.2 Job Skills Training](#). It is a best practice for the Job Skills Trainer to work under the direction of the CBTAC.

Self-Employment Services - 1

- Customer Profile & Self-Employment Exploration
- Concept Development - Only – Simple
- Concept Development - Only – Comprehensive
- Concept Development - Only- Supported
- Feasibility Study – Only – Simple
- Feasibility Study – Only – Comprehensive
- Feasibility Study – Only – Supported

Self-Employment Services - 2

- Concept Development & Feasibility Study – Simple
- Concept Development & Feasibility Study – Comprehensive
- Concept Development & Feasibility Study – Supported
- Business Plan Review – Only – Simple
- Business Plan Review – Only – Comprehensive
- Business Plan Review – Only – Supported

Self-Employment Services - 3

- Business Plan – Simple
- Business Plan – Comprehensive
- Business Plan – Supported
- Financials – Simple
- Financials – Comprehensive
- Financials – Supported

Self-Employment Services - 4

Supported Self-Employment Services (ala carte)

- Supported Self-Employment Assessment
- Concept Development - Only- Supported
- Feasibility Study – Only – Supported
- Concept Development & Feasibility Study – Supported

Self-Employment Services - 5

Supported Self-Employment Services (ala carte)

- Business Plan Review – Only – Supported
- Business Plan – Supported
- Financials – Supported

Self-Employment Services - 6

Supported Self-Employment Services (benchmarks)

- Benchmark 1: Supported Self-Employment Services Plan
- Benchmark 2: Supported Self-Employment Business Start-Up

Self-Employment Services - 7

- Benchmark 3: Supported Self-Employment Business Maintenance
- Benchmark 4: Supported Self-Employment Business Stability
- Benchmark 5: Supported Self-Employment Service Closure

Services Not Purchased with Self- Employment

- Job Placement Services (Bundled or Non-Bundled)
- Job Skills Training
- On-the-job training (OJT)
- Personal Social Adjustment Training (PSAT)
- Situational Assessments & Work Samples
- Vocational Adjustment Training (VAT)
- Vocational Assessment
- Work Adjustment Training (WAT)
- Work Experience (WE)

Referral

- Counselor completes the DARS1800 and submits it to the provider.
- The provider receives:
 - DARS1800
 - Supplementary diagnostics, medical records, etc.
 - SA with active service dates for the service

NOTE: Services are only authorized one time per customer. For Supported Self-Employment each benchmark is authorized only one time per customer.

Self-Employment Forms - 1

- DARS1800 Self-Employment Referral
- DARS1801 Customer Profile and Self-Employment Exploration
- DARS1802 Concept Development and Feasibility Study

Self-Employment Forms - 2

- DARS1803 Self-Employment Simple Business Plan
- DARS1804 Self-Employment Comprehensive Business Plan
- DARS1805 Self-Employment Financial Projection Spreadsheet
- DARS1806 Self-Employment Financial Actual Spreadsheet

Self-Employment Forms - 3

- DARS1808 Supported Self-Employment Assessment (SSEA)
- DARS1809 Supported Self-Employment Concept Development
- DARS1810 Supported Self-Employment Feasibility Study
- DARS1811 Supported Self-Employment Services Plan and Benchmark Report

Self-Employment Forms - 4

- DARS1812 Supported Self-Employment Business Plan Support Summary Report
- DARS1813 Supported Self-Employment Business Plan
- DARS1814 Supported Self-Employment Support Summary
- DARS1815 CBTAC Support Summary

Future Questions

Contact your assigned

- Quality Assurance Specialist or
- Regional Program Support Specialist

Or

Send email to the Standards for Providers mailbox at VR.Standards@twc.state.tx.us

Quality Assurance Specialist

- Region 1 Mike Lawson Mike.Lawson@twc.state.tx.us
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Want to be a Self-Employment Provider?

Now that VR will have providers assisting with Self-Employment cases, are you interested in adding this service to contract?

There is a need for qualified providers throughout the state to assist our customers with self-employment.

Anyone who is interested in Self Employment services, please contact us by

- provide us a business card or question card and be sure to write you are interested in Self-Employment on it somewhere or
- contact your Regional Quality Assurance Specialist or Regional Program Support Specialist, or emailing us at: VR.Standards@twc.state.tx.us

END

Thank you for your time and attention.