

DDA EMPLOYMENT CALCULATOR INCORPORATED INTO CARE/AWA JULY 2018 COUNTY TRAINING



Training Topics

- Overview
- CARE/AWA changes
 - -Tickler notification of new or changed Employment Calculator
 - PCSP Employment Calculator tab
 - -Individualized Technical Assistance
- Contact info

Overview

On August 3, 2018 the Employment Calculator database is being imbedded into the CARE/AWA system.

Overview

On **August 3, 2018**

- (1) CRMs will no longer use the external Employment Calculator database;
- (2) Counties will be notified of new or changed Employment Calculator hours in the AWA Tickler Screen; and
- (3) There will be a new Person Centered Service Plan (PCSP) Employment tab in the AWA Client, Overview screen.

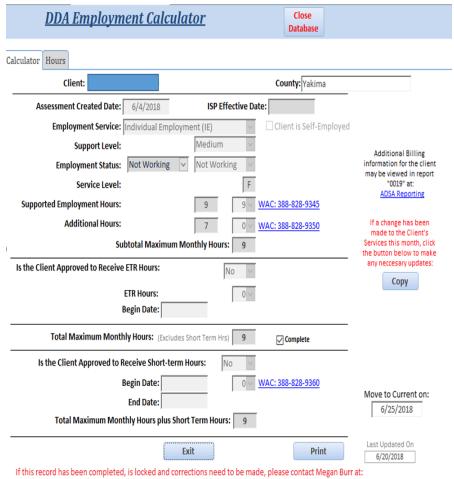
Overview

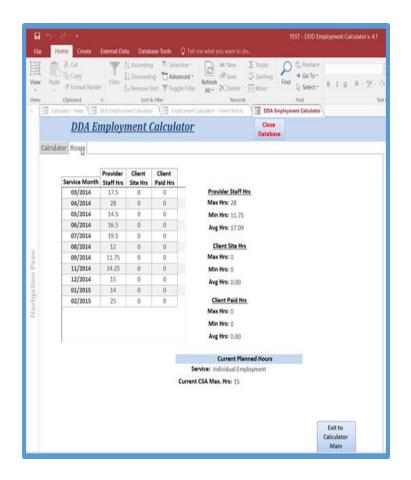
On August 3, 2018 CARE will implement an Employment Calculator to the CARE system in the Person Centered Service and the Action Tab. The Employment Calculators will

- Auto-fill with data from CARE
- Allow case managers to override employment calculation base and add-on hours
- Auto-fill the employment calculator with employment related Prior Approval and Exception to Rule hours
- 4. Generate information on the client's work history: support and paid work hours
- 5. Notify the county worker via tickler with employment calculation results if a change occurs
- 6. Allow access to an Action Tab Employment Calculator to determine hours available for planning purposes, the information in this calculator will not be saved

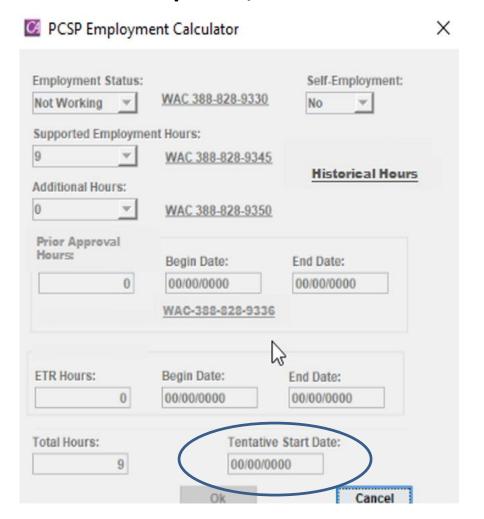
5

Today – CRMs use an external data base that sends an email to the county





f this record has been completed, is locked and corrections need to be made, please contact Megan Burr at: Megan.Burr@dshs.wa.gov. If she is unavailable, contact Terry Redmon at: Terry.Redmon@dshs.wa.gov. **Tomorrow** – When a CRM selects an employment service for the PCSP, an employment calculator will appear in the Finalize Plan screen in CARE. When the Tentative Start Date is completed, a tickler will be sent to the county.



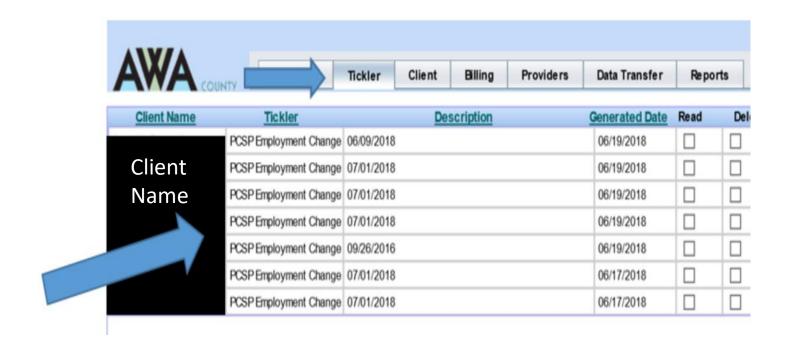
County and AWA changes

Instead of an email notification, a county will now receive an AWA tickler each time

- (1)An initial calculator is created and
- (2) Whenever there is a change to the calculator.

Ticklers are sent on a nightly basis. If an Employment Calculator is created by a CRM on a Wednesday, a county will receive a tickler on Thursday.

AWA tickler example



The client's name will be a hyperlink to the Client tab and Overview screen

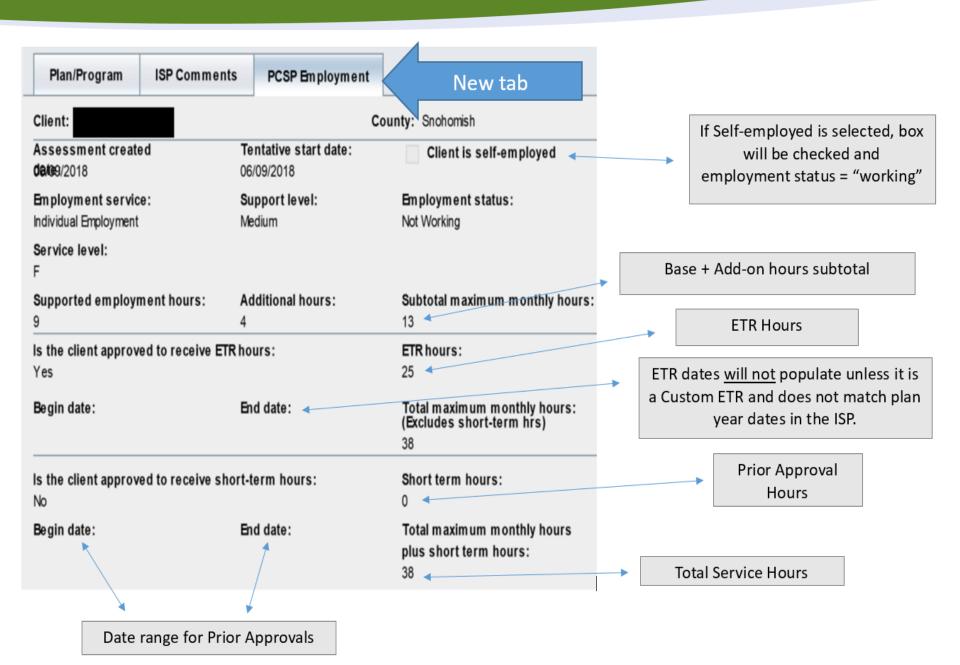
New PCSP Employment tab



New PCSP Employment tab

Plan/Program ISP Co	mments PCSP Employment	
Client: County: Spokane		
Assessment created dates/2018	Tentative start date: 07/09/2018	Client is self-employed
Employment service: Individual Employment	Support level: Medium	Em ployment status: Not Working
Service level: F		
Supported employment hou	rs: Additional hours:	Subtotal maximum monthly hours:
Is the client approved to rec Yes	eive ETR hours:	ETR hours:
Be gin date: Only employment related custon Planned Period		Total maximum monthly hours: (Excludes short-term hrs) 24
Is the client approved to rec	eive short-term hours:	Short term hours:
Be gin date: All employment related will popular		Total maximum monthly hours plus short term hours:

Washington State Department of Social and Health Services



Individualized Technical Assistance

- ITA hours will now be done separately and not be included in the Employment Calculator hours.
- A client can still access the hours within base and add-on for ITA supports but these hours will not be reflected in the new PCSP Employment Calculator

Help is available!

Regional Support:

- Region 1 Employment Specialist Carrie Bayha, 509-374-2128
- Region 2 Employment Specialist Rod Duncan, 425-740-6453
- Region 3 Employment Specialist David Money, 253-404-5553

DDA HQ Support:

Employment and Day Program Coordinator

– Megan Burr, 360-407-1523

