Washington State Department of Social & Health Services
Transforming lives

DIVISION OF VOCATIONAL REHABILITATION (DVR)
COMMUNITY REHABILITATION PROGRAM (CRP)
PRE-EMPLOYMENT TRANSITION SERVICES (PRE-ETS)

Service Delivery Outcome Plan: Pre-ETS Job Shadow

AFP NUMBER

DVR CUSTOMER	CRP CONTRACTOR	CRP REPRESENTATIVE'S NAME

SERVICE DELIVERY DATES From: To:	STAFFING INTERVALS

NUMBER	EXPECTED OUTCOME	PARTY RESPONSIBLE	PURCHASE AND PAYMENT CRITERIA	COST ($)
	Pre-Employment Transition Services Job Shadow is a one to five-hour observation at a business in the community. The job shadow should be located at a business or organization not related / connected to the CRP's own agency. Specific CRP services include: • Developing the Job Shadow site(s) based on student interests • Helping student prepare questions for the employer • Helping student plan appropriate grooming • Helping student plan transportation • Accompany student to the site(s) • Helping student prepare and deliver a follow-up note to the employer • Post-Job Shadow debriefing with student **Specific areas of interest** identified by **Student First Name**: 1. **Enter interest area** 2. **Enter interest area** 3. **Enter interest area**	**CRP** **Student** **VRC**	**MAXIMUM TOTAL OUTCOME FEE:** Fee for each Job Shadow is $125 per hour for up to five hours. Maximum payment for each SDOP is $1250, based on two Job Shadow experiences. This SDOP provides for up to two (2) Job Shadow experiences at two (2) different sites for up to five (5) hours each. Contractor agrees to provide up to Job Shadow experiences. Outcome fee paid to Contractor upon receipt of invoice and outcomes achieved as described in the Service Delivery Outcome Report (SDOR). Fee is based on direct student activities, and does not include report writing time. SDOR must be written directly to the student, and provided to both the student and DVR VRC. Report must include: (1) CRP Provider representative name (2) Dates and hours of all activities (3) Evidence of student skill gains in identified training areas (4) Specific recommendations for further student exploration and experience	**$**
	Student will participate in all Job Shadow activities, and will attend all scheduled meetings.	**Student**	Travel time at a fixed rate of $35 per hour in quarter-hour increments if service delivery occurs more than fifty (50) miles from the contractor's nearest staffed office location.	**$**

CUSTOMER / GUARDIAN SIGNATURE DATE	IL SIGNATURE DATE	DVR SIGNATURE DATE	TOTAL **$**

Signature by each party indicates agreement to the contents of this plan.