

Memo To: Policy & Procedures Committee Members
From: Sherrie Brunelle and James Smith
Date: October 19, 2022
Re: Chapters for next P&P Meeting on 11/3/22

101: Confidentiality
310: Supported Employment

These two chapters will be discussed at the next P&P Committee meeting. Please prepare as follows:

101: Confidentiality

Confidentiality of personal information is important to everyone including applicant's for and recipients of services from HireAbility VT. HireAbility VT's policy related to confidentiality was last reviewed/revised in January 2013. As Chair, I have some concerns about the current policy but would like the perspectives of other committee members before any changes are made to this policy.

Please review the current policy and come to the November 3rd meeting prepared to discuss:

1. Whether you find the current policy easy to understand and accessible to readers (e.g., staff, a person with a disability and/or their family, or others);
2. Any questions or concerns you have about the current policy; and
3. Any thoughts you have about how the current policy can be improved.

310 Supported Employment

Attached is a draft of a new supported employment chapter. We developed the new chapter in response to feedback from RSA during the audit. We also consulted with the VR TAC who are funded by RSA to provide guidance to VR agencies around policy. Much of the language is required by the feds which makes it a little hard to read but has to be included.

What would be very helpful in feedback would be the following:

- What if anything is unclear?
- How does this read for a parent or family member?
- What if anything would you add?

Supported employment was developed initially as a way to help folks with developmental disabilities enter competitive employment in the 1980s. In the 1990s the approach was adapted for people with mental illness using the Individual Placement and Support (IPS) model. Below are some links describing the services:

[Supported Employment Program | Developmental Disabilities Services Division \(vermont.gov\)](#)

[What is IPS? – The IPS Employment Center \(ipsworks.org\)](#)