

**EXHIBIT A(x)-SCOPE OF WORK (SOW):
ADDITIONAL TACK-ON REQUIREMENTS FOR PROGRAMS WITH INDIVIDUAL
PLACEMENT AND SUPPORT (IPS) SUPPORTED EMPLOYMENT**

Contractor Name	Account Name Contractor Legal Name
------------------------	------------------------------------

See Applicable Exhibit A Documents. Any additional specifications or variations in contracted service requirements applicable to this Exhibit A-SOW shall be contained herein.

I. PROGRAM NAME

Individual Placement Support (IPS) Supported Employment¹

Additional Specifications Program Name - Add Specs
--

II. ADDITIONAL REQUIREMENTS

A. IPS Supported Employment

Contractor shall implement the evidenced based practice, IPS, for individuals who have expressed interest and motivation in pursuing competitive employment, regardless of their employment readiness, diagnoses, symptoms, substance use history, psychiatric hospitalizations, homelessness, level of disability, or legal system involvement.

Contractor's designated IPS Staff shall provide the evidence-based practice of IPS Supported Employment in line with the eight Practice Principles and the 25 Fidelity Standards.² Contractor shall implement a model that fully integrates the roles of IPS Staff into the mental health treatment services team.

Upon referral to the IPS service, Contractor's IPS Staff shall conduct all phases of supported employment including intake, engagement, assessment, career profile, employment plan, job development, job placement, and job shadowing. Contractor shall offer specialized benefits planning to clients upon referral to the program, when starting a new job, and thereafter when there are changes to work hours and/or pay. Contractor shall help clients access additional support and benefits for which they may be eligible through the California Department of Rehabilitation. Employment Plans shall be updated as conditions change, but at least semi-annually. Employment Plans shall also be updated should the client not have attained employment within 90 days of intake.

Contractor's IPS Staff and/or clients shall engage in their first face-to-face contact with an employer within 30 days of referral. Upon placement, Contractor's staff shall continue to provide job development, face-to-face employer contacts and follow-along

¹ Contractor shall comply with standard ACBH requirements for Other Contracted Services as described in Section VI. Additional Requirements.

² <https://ipsworks.org/>
IPS Fidelity Scale: <https://ipsworks.org/wp-content/uploads/2017/08/IPS-Fidelity-Scale-Eng1.pdf>

supports on an ongoing basis, as determined by individual client needs. Contractor's staff shall provide reassessment when a client ends a job and periodically as needed.

Contractor shall participate in fidelity review site visits at least annually as determined by the ACBH Vocational Unit. Following the baseline IPS fidelity review, Contractor shall submit quarterly IPS outcome data to the ACBH IPS Trainer and IPS Center at Rockville Institute (Westat).

When a client is discharged by the mental health team, they shall also be discharged from IPS Services. Otherwise, discharge from IPS services shall occur when the client reports stability and/or satisfaction with their job, and/or when there no longer appears to be a need for regular follow-along supports from the Employment Specialist.

Contractor shall also discharge a client from IPS services when the client indicates they are no longer interested in obtaining employment or have disengaged from services for 90 days or longer. For these situations, Contractor shall document assertive outreach attempts to reengage the client prior to discharge. When possible, discharge planning shall involve collaboration between the IPS Staff, the client, and the client's mental health team.

Contractor shall provide IPS services toward achieving the following quality and impact objectives

Quality Measures	Quality Objectives
Minimum fidelity score which is equivalent to "good" on the Supported Employment Fidelity Scale	80%

Impact Measures	Impact Objectives
Percent of clients who have retained employment for 45 days or longer	60%

Additional Specifications Additional Requirements - Add Specs
