



Supported Employment Requests

Optum Maryland Provider Training

Participant Guide



Key Learning Points

- Supported Employment Overview
- Service Codes & Combinations
- Authorization Resources



Overview

Supported Employment Provider Requests

Supported Employment Overview

Supported Employment (SE) services help an individual locate and maintain employment

- Individualized job development and placement
- On-the-job training in work and work-related skills
- Ongoing support to monitor the individual's performance on the job
- Training around skills needed to obtain, maintain, and advance in employment (i.e.: using community resources and public transportation)
- Negotiation with prospective employers



Participant Eligibility

Individuals experiencing a mental health disorder which contributes to functional impairments that impact the individual's ability to obtain, maintain, and advance in employment.

Medicaid Participants

Uninsured Eligibility Participants

Provider Eligibility

Must be enrolled with Medicaid as Supported Employment Providers (PTSE)

Completed Optum Maryland Registration with access to Incedo Provider Portal

Key Players

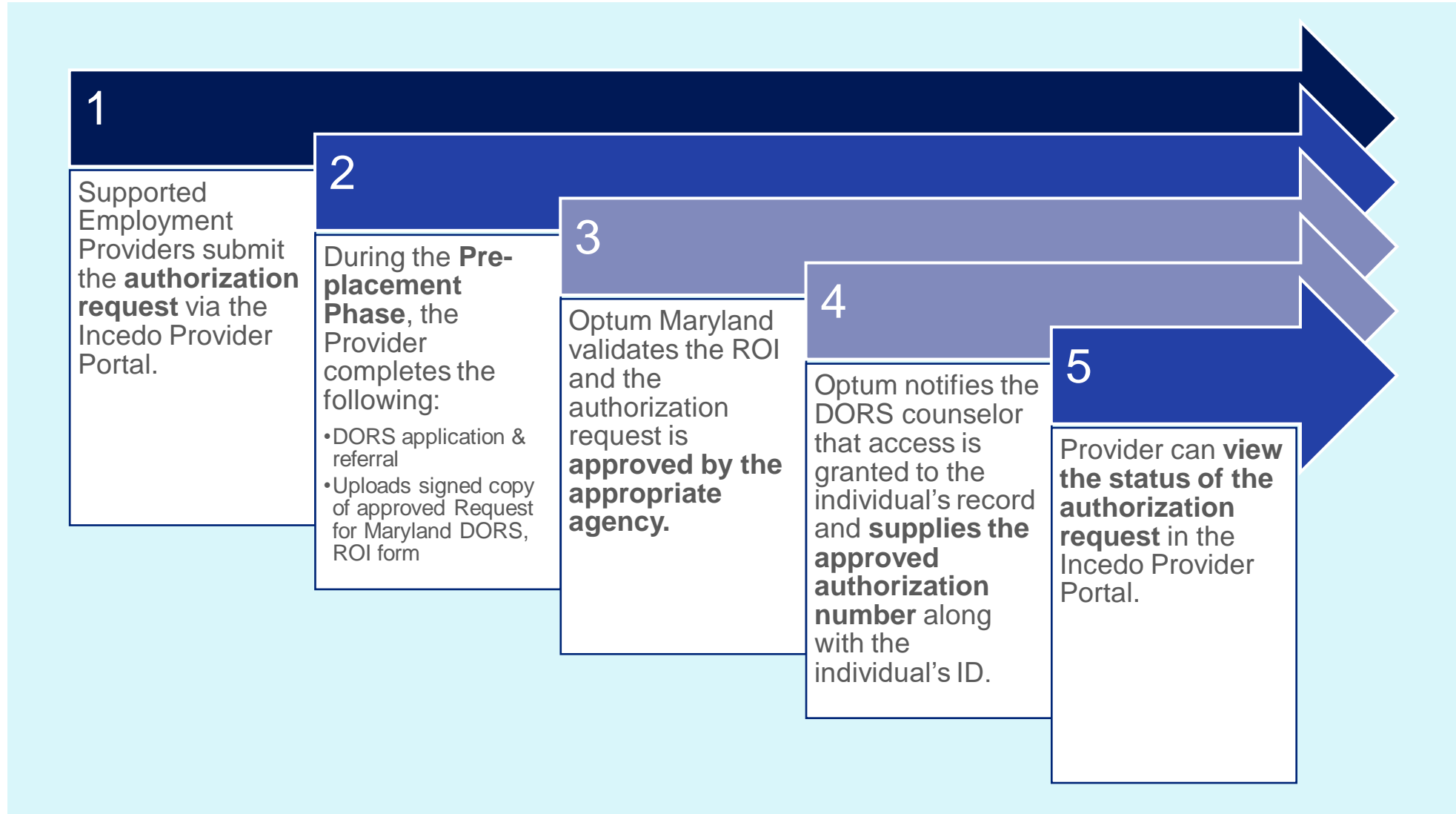
Providers treat the individual and refer to Division of Rehabilitation Services (DORS). Providers obtain a Release of Information (ROI) from individual, and requests service authorization.

BHA Designee will review and approve service authorizations.

DORS (Division of Rehabilitation Services) Counselors review and verify eligibility. DORS counselors collaborates with the individual and provider to coordinate services.

Optum Maryland verifies the ROI is complete, grants guest access to the DORS Counselor, notifies the DORS counselor and supervisor that the authorization has been approved and the referral is waiting.

Authorization Service Workflow



Service Codes & Combinations

Supported Employment Provider Requests

Service Codes



Pre-Placement Phase (H2024):

- Authorized as one unit per authorization span. The authorization span begins on the actual date of the initial interview with the consumer and extends for 12 months, inclusive of the month of the service request, and ends on the last date of the 12th month.
- Includes, at a minimum, SE assessment, referral to DORS, entitlements counseling, and discussion of the risks and benefits of disability disclosure and informed choice.
- A request for re-authorization of the pre-placement service phase, not to exceed one authorization per fiscal year, may be approved at the BHA designee's discretion, in cases in which the participant has not been placed within a competitive employment position during the initial authorization span.

Service Codes



Job Placement Phase (H2024-21):

- Authorized as **one unit per authorization span**. The authorization span begins on the date of job initiation (the first date of employment) and extends for forty-five (45) calendar days, ending on the 45th calendar day.
- The provider must attach a copy of the completed **Individual Vocational Plan (IVP)** to the authorization request in the IPP.
- Includes assisting the participant in negotiating with the employer a mutually acceptable job offer and advocating for the terms and conditions of employment, including any reasonable accommodations and adaptation requests requested by the individual.
- A request for re-authorization of the placement service phase may be approved by the BHA designee's discretion, **not to exceed three service authorizations per fiscal year**, based on a change in individual circumstances or the emergence of a new service need. Approval of re-authorization requests is not guaranteed and must reflect the need for a separate and independent job development activity. For all job placement re-authorization requests, the Employment Record Form must be updated in the IPP to reflect the end date of the prior employment.

Service Codes



Intensive Job Coaching Phase (H2023):

- Job coaching may be used as a preventative intervention to assist the individual in preserving the job placement, resolving employment crises and in stabilizing the employment situation for continuing employment. Job coaching also includes related job analysis, environmental assessment, employment counseling, employer education and advocacy, mobility skills training and other support services as needed.
- Includes the use of systematic intervention techniques designed to assist the supported employee learn to perform job tasks to the employer's specifications, develop the interpersonal skills necessary to assume the employee role and to be accepted as a full-status employee at the job site and in related community-based settings.

Service Codes



On-going Support (H2026)

- This includes proactive employment advocacy, supportive counseling, and ancillary support services at or away from the job site, to assist the individual in maintaining continuous, uninterrupted competitive employment and to develop an employment related support system. This includes encouraging the use of natural supports to the maximum extent possible.

PRP Individuals in SE (PRP-SE) (S9445)

- This includes psychiatric rehabilitation service interventions needed to assist the individual to restore and to improve coping skills, assertiveness skills, interpersonal skills, and social skills necessary to function adaptively in the work environment or to develop compensatory strategies to minimized the impact of the individual's mental illness on his or her behavior while on the job.

Service Combinations

Evidence Based Providers (EBP)

Pre-placement, Clinical Coordination, PRP-SE

Job Placement, Clinical Coordination, PRP-SE

Intensive Job Coaching (DORS) denial required

Extended Support Services, Clinical Coordination, PRP-SE

Clinical Coordination (may be requested as a stand-alone service)

PRP-SE (may be requested as a stand-alone service)

Service Combinations

Non-Evidence Based Providers (Non-EBP)

Pre-placement

Job Placement

Intensive Job Coaching (*DORS denial required*)

Extended Support Services, PRP-SE

Authorization Resources



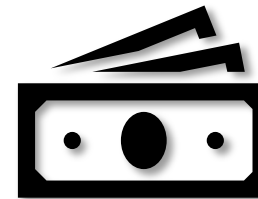
Supported Employment
Provider Checklist



Window of Authorization
Submission



Supported Employment
Provider Alert



SE Specialty Provider
Fee Schedule

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