

Employment Exploration

The service definition and limits outlined below do not include all details and requirements. For the service standards, limitations, provider types and qualifications, and reimbursement information, refer to the appropriate Medicaid HCBS DD Waiver.

Waiver Availability

Developmental Disabilities Adult Day (DDAD) Waiver
Comprehensive Developmental Disabilities (CDD) Waiver

NFOCUS Service Codes

Employment Exploration 9281

Service Definition

Employment Exploration is a time-limited service designed to help a participant make an informed choice about whether they wish to pursue individualized integrated employment or self-employment. The exploration process considers the participant's interests, skills, and preferences to ensure alignment between the service and their overall goals.

Conditions of Provision

- A. A participant chooses each service based on their needs.
 - 1. Services should increase independence and community integration; and
 - 2. The chosen waiver services and who provides them are documented in the participant's Person-Centered Plan (PCP).
- B. Employment Exploration includes, but is not limited to:
 - 1. Career exploration activities to identify the participant's specific interests and aptitudes for paid work;
 - 2. Exploration of individualized integrated employment or self-employment opportunities in the local area;
 - 3. Education to address concerns of the participant, their guardian or conservator, or involved family members, if applicable; and
 - 4. Business tours, informational interviews, and/or job shadows.
- C. When a portion of this service is delivered virtually, the following conditions apply:
 - 1. The total combined hours of virtual supports may not exceed a weekly amount of 10 hours; and
 - 2. The participant's needs must be able to be met with verbal cuing and other support that can be provided virtually.
- D. Employment Exploration has the following limitations:

1. Employment Exploration is limited to 40 hours per year with a minimum of 365 days between re-authorization of services, and the service must conclude within 30 calendar days from the date of service initiation.
2. Employment Exploration may be used in combination with other day services, but the total combined hours cannot exceed 1820 hours per year.
3. Participation in Employment Exploration is not a prerequisite for Supported Employment – Individual or Supported Employment – Follow-Along.


Provider Requirements

The information outlined below does not include all provider requirements. It is intended to be general information about providers of this specific DD service.

- A. All providers of waiver services must:
 1. Be a Medicaid provider;
 2. Comply with all applicable Titles of the Nebraska Administrative Code and Nebraska State Statutes;
 3. Adhere to standards as described in the Division of Medicaid and Long-Term Care Service Provider Agreement;
 4. Complete Department of Health and Human Services (DHHS) trainings upon request; and
 5. Use universal precautions.
- B. Employment Exploration can be offered by agency providers.
 1. An agency provider is a company enrolled as a Medicaid provider and certified by DHHS to provide DD services and is responsible for:
 - a. Hiring and supervising employees who work with the participant;
 - b. Employing staff based on their qualifications, experience, and demonstrated abilities;
 - c. Providing training to ensure staff are qualified to provide the necessary level of care;
 - d. Agreeing to make training plans available to DHHS;
 - e. Ensure adequate availability and quality of service; and
 - f. Other administrative functions.
- C. Employment Exploration may not be self-directed.
- D. Employment Exploration may be provided by a relative, but not a Legal Guardian or Legally Responsible Individual. Since this service is only available from agency providers, the relative would need to be an employee of an agency provider.

Rates

- A. Employment Exploration must be purchased within a participant's annual individual budget amount.
- B. Employment Exploration is reimbursed at an hourly rate.
- C. The cost of transportation is:
 1. Included in the rate during the provision of Employment Exploration;
 2. Not included in the rate to the site where Employment Exploration begins; and
 3. Not included in the rate from the site where Employment Exploration ends.
- D. DD Rates are listed on the [DD Provider webpage](#).

- 
1. Only one fee schedule is effective at a time.
 2. The start date is on each schedule; once a fee schedule is no longer valid, an end date is added.