

Supported Employment – Follow-Along

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

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

NFOCUS Service Codes

Supported Employment – Follow-Along – Agency or Independent 9695

Service Definition

Supported Employment – Follow-Along is a habilitative service to help a participant maintain competitive integrated employment. This service is provided through job support and communication with the participant and the employer.

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 Individual Support Plan (ISP).
- B. Supported Employment – Follow-Along includes:
 - 1. Regular contact and follow-up with the employer and participant;
 - 2. Connecting participants with coworkers at the work site;
 - 3. Advocating with the participant; and
 - 4. May be provided remotely and through phone calls between provider staff and the employer, but must be followed up in person with the participant to reinforce and ensure there are no problems at the job site.
- C. Supported Employment – Follow-Along is a habilitative service and must include habilitation programs. Individual habilitation programs must be conducted, and data recorded each time the service is provided.
- D. Examples of Supported Employment – Follow-Along may include but are not limited to:
 - 1. Observation of the participant at the work site a minimum of twice a month; and
 - 2. Teaching job tasks and skills:
 - 3. Clocking in or out;
 - 4. Requesting leave time or checking vacation balance;
 - 5. Calling in sick;
 - 6. Learning break or lunch routine;
 - 7. Getting along with co-workers; or
 - 8. Problem solving.

- E. Supported Employment – Follow-Along has the following limitations:
1. A participant may receive Supported Employment – Follow-Along in combination with other day services, but the total combined hours cannot exceed 35 hours per week. A week is defined as 12:00 am Monday through 11:59 pm Sunday. Other day services are:
 - a. Adult Day;
 - b. Behavioral In-Home Habilitation;
 - c. Community Integration;
 - d. Day Supports;
 - e. Medical In-Home Habilitation;
 - f. Supported Employment – Individual; and
 - g. Vocational Rehabilitation job seeking and job coaching.
 2. Supported Employment – Follow-Along does not include:
 - a. Activities taking place in a group, such as work crews or group employment;
 - b. Employee meetings;
 - c. Staff development; or
 - d. A job coach working the job instead of the participant doing the job.
 3. Supported Employment – Follow-Along cannot include any service or part of a service available through public education, including:
 - a. Programs in the participant’s local school district, including after-school supervision and daytime services when school is not in session such as summer breaks, scheduled school holidays, and teacher in-service days; and
 - b. During the school hours set by the local school district for the participant regardless of school chosen (public, private, or home); and
 - c. Educational service hours provided or available are included in the total combined day service hours of 35 hours per week.
 4. Supported Employment – Follow-Along cannot overlap with, replace, or duplicate other similar services provided through Medicaid or Vocational Rehabilitation.

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 DHHS trainings upon request; and
 5. Use universal precautions.
- B. Supported Employment – Follow-Along can be offered by a DD agency provider or independent provider.
1. A DD 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.
2. A DD independent provider is a person or vendor enrolled as a Medicaid provider and employed by a participant.
- a. The participant is responsible for hiring and supervising their independent provider.
- C. Supported Employment – Follow-Along can be self-directed.
- D. A relative of the participant, but not a guardian or other legally responsible person of the participant may provide Supported Employment – Follow-Along when they meet other requirements.
- E. A provider of this service cannot be the employer of the participant to whom Supported Employment – Follow-Along is provided.

Rates

- A. Supported Employment – Follow-Along must be purchased within a participant’s annual individual budget amount.
- B. Supported Employment – Follow-along is reimbursed at an hourly rate.
- C. Supported Employment – Follow-Along has an annual cap of 25 hours per ISP year.
- D. The cost of transportation is:
- 1. Included in the rate during Supported Employment – Follow-Along;
 - 2. Not included in the rate to the site where Supported Employment – Follow-Along begins; and
 - 3. Not included in the rate from the site where Supported Employment – Follow-Along ends.
- E. Waiver funds cannot be used to pay or add to a participant’s wages.
- F. 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.