

Supported Employment

SE

Available under TBI

What is SE?

SE is paid employment for an individual who requires intensive ongoing support to perform in a work setting. This includes activities required to sustain paid work such as supervision and training.

What is needed to provide SE?

Certificate from the Commission on Accreditation of Rehabilitation Facilities (CARF)

How to apply for SE?

Prepare the following documents:

Documents to Gather

- Background Check Results
- Proof of Certification/Degree/Experience
- Proof of Liability Insurance
- Secretary of State Letter
- W-9 Tax Form/EIN Letter

Operations Manual

- Employee's Rights and Responsibilities
- File Retention Policy
- HIPAA Compliance Policy
- Incident Reporting Policy
- Job Descriptions
- Job Performance Evaluation Policy
- Organizational Chart
- Personnel Policy
- Quality Assurance/Quality Improvement Policy
- Transfer of Information Policy

Resources

- [DDRS HCBS Waiver Manual](#)
- [Aging Rule](#)
- [Commission on Accreditation of Rehabilitation Facilities](#)