

COMPETITIVE INTEGRATED EMPLOYMENT CHECKLIST AND ATTESTATION

This attestation form should be used and/or updated when seeking authorization and/or re-authorization for the Developmental Disabilities Administration (DDA) Employment Services after July 1, 2020, through Follow- Along Job Supports and/or Ongoing Job Supports. To be authorized, a participant's job should have the qualities of Competitive Integrated Employment. This means the position should have:

- Competitive wages;
- Integrated location; and
- Same opportunities for advancement and benefits as other employees with similar job descriptions.

All statements in the checklist below must be True or N/A to be considered Competitive Integrated Employment. Refer to the DDA's Competitive Integrated Employment policy and guidance to assist in accurately answering the questions. The DDA may request additional evidence and/ or complete a site visit for validation.

Complete the checklist below and sign the signature page at the bottom of this form, and include it in the Person-Centered Plan for service authorization. If the person acquires Competitive Integrated Employment before the annual Person-Centered Plan and there is no other need to create a revised Person-Centered Plan, then the CCS will complete the Competitive Integrated Employment checklist and upload it to the client attachments. Furthermore, the CCS should document completion in the notes and during quarterly monitoring.

Name of Employed Participant: _____ Date: _____

All statements in the checklist below must be True or N/A to be considered Competitive Integrated Employment.

Requirement	N/A	TRUE	FALSE
Wages received in the position are competitive (All subparts must be true)		<input type="checkbox"/>	
The position pays an hourly wage at or above the state or local minimum wage rate, whichever is higher, for the area in which the employment site is located.		<input type="checkbox"/>	
The position is not subject to “time studies”, to which people without disabilities are also not subject.		<input type="checkbox"/>	
The individual is an employee hired on an individual basis and not part of a segregated or implied group.		<input type="checkbox"/>	
If the job has been customized, it was done through an individualized process to identify a job match rather than filling a slot held only for an individual with a disability.		<input type="checkbox"/>	
Other Requirements		<input type="checkbox"/>	
Employment position is integrated and complies with the federal community settings rule requirements.		<input type="checkbox"/>	
The individual has similar opportunities for advancement and benefits as other employees with similar job descriptions.	<input type="checkbox"/>		
If employed either directly or via contract by the DDA Employment Service provider, there is an approved Conflict of Interest policy in place.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTESTATION STATEMENT

Note: Attach to this form: Position description describing essential functions of the job, any benefits available, work schedule, and any other pertinent information.

By signing below, I attest that the information provided above is true and correct to the best of my knowledge.

Employer (Company) Name	
Supervisor Name	
Job Title	
Work Location(s)	
Start Date of Employment	
Signature of Individual Receiving Services	
Date (for Individual Receiving Services Signature)	
Name and Signature of Coordinator of Community Services	
Date (for Coordinator of Community Services Signature)	
Name and Signature of Employment Services Representative (if applicable)	
Date (for Employment Services Representative Signature)	
Name and Signature of additional team member (if applicable)	
Date (for additional team member Signature)	

