

# ABILITY KC INDUSTRIES

## Scope of Services

### Program Purpose

Ability KC Industries program provides extended employment opportunities and supportive rehabilitation services to adults with disabilities who are unable to maintain a job in the competitive labor market.

Services are designed for adults who experience a disability that impacts their ability to select, secure or retain employment. In addition, many participants experience the consequences of limited economic resources and/or vocational preparation. Some common issues presented include:

- Unemployment or underemployment
- Unknown employment needs or potential
- Unclear vocational goals
- Lack of knowledge regarding vocational/community options
- Lack of marketable work skills
- Poor job seeking skills
- Poor work habits
- Poor independent living support systems or skills
- Uncertain of technology which may be helpful in a job setting

The mission of Ability KC is to serve people with disabilities, but services focus on the strengths, abilities and choices of the people we serve, not the disability.

### Services Offered

The following services and supports are available as part of organizational employment services:

- Remunerative Employment: Each participant earns a weekly wage based on his/her productivity. Ability KC Industries, Inc., subcontracts for work with businesses in the Metropolitan Kansas City area, as well as marketing it's own services.
- Program Management: Each participant works with a program manager who is responsible for ensuring that the individual receives a coordinated sequence of appropriate and integrated services which are geared towards the accomplishment of the goals specified in the individual program plan. The program manager meets regularly (at least quarterly) with the participant receiving services to establish formal goals, discuss performance and to review and revise the program plan. At that time, the individual's interest and

appropriateness for community employment is also discussed. Included in this process is vocational counseling, if needed, as well as referral to other agencies in the community to address needs not specifically included in the Industries program (e.g. adult basic education, G.E.D. preparation, mental health counseling, medical intervention). Persons participating in the Industries program may request to participate in other services offered at Ability KC such as vocational assessment, job seeking skills evaluation, supported employment and direct job placement assistance.

An individualized written program plan is developed in partnership with the participant and with the involvement of others concerned with his/her progress. Positive behavior support plans and feedback from the staff directly supervising the participant's productivity are central to this process.

For those individuals who are interested and ready to move into the competitive labor market, job placement and supported employment services are available with a referral from VR. When the participant is discharged from the program, a written report is prepared and forwarded to the referring agency, if requested.

- Fringe Benefits: Each participant in the Ability KC Industries, Inc. receives the following benefits:
  - Eight (12) paid holidays and;
  - Nineteen (19) paid days to be used for vacation, sick leave or personal needs.
- Staff Meetings: Formal team meetings are held periodically with each participant. Progress is discussed and program service plans and program goals are reviewed and modified as necessary. The guardians, support staff, the production supervisors, family members and other involved parties may be invited to attend.
- Follow-Up Services: Follow-up services are provided to all participants who have been dismissed from the program. This is conducted for the initial ninety days following program dismissal. If a participant leaves the workshop because he/she has accepted a position in the competitive labor market or has entered a job skill training program, he/she is guaranteed readmission for one year if the person chooses to return.



In addition, the following services are available through other departments with Ability KC:

- Assistive technology and driver's assessment or training services may be arranged concurrent with organizational employment services.
- Cognitive remediation for traumatic brain injury survivors
- EXCEL – Fitness and Conditioning Program
- Neuropsychological Testing
- Nursing
- Occupational Therapy
- Physical Therapy
- Speech and Language Therapy

If Ability KC does not directly offer a service needed by someone participating in our program, we will make every effort to locate and refer to another community agency that does.

## Program Admission Criteria

Services are designed for adults who experience a disability that impacts their employment options and who may reasonably be expected to benefit from available services. Ability KC is committed to serving a diverse clientele and does not restrict acceptance for services due to sex, creed, race, religion or cultural background. We require that the following information be forwarded by the referring agency before beginning services: relevant medical history, psychological information, social information and summary of previous services and supports. This information will be used to develop an individualized plan of services.

Participants receiving organizational employment services must:

- Be at least 16 years of age and have gone through VR (if under 24).
- Be able to care for their personal needs (e.g. feeding, bowel and bladder control, medication management) or can direct such services if provided by a personal assistant. When personal assistant services are to be used, the assistant should be selected, arranged for and paid by either the participant or his/her sponsoring agency.
- Possess sufficient emotional control so as to pose no physical threat either to themselves or to others.
- Have their own transportation arranged to and from their place of residence.

Individuals with uncontrolled seizure disorders or diseases which are communicable by casual contact are not eligible for services. The Organizational Employment Department does not provide psychiatric or substance abuse treatment.

Due to current state regulations, each applicant residing in Missouri must be certified for program admission by the Missouri Department of Elementary and Secondary Education and, when applicable, the Developmentally Disabled Services of Jackson County (EITAS), Platte County Board of Services, and DDRB (Developmental Disability Resource Board of Clay County).



Kansas residents are admitted only if they have previously participated in another vocational program at Ability KC and they have no other available sheltered employment options within their community.

## Referral Procedures

Eligible individuals may be admitted to the program in one of three ways:

### 1. Following completion of another program at Ability KC

In this scenario, the Career Advisor/Case Manager from the originating program contacts the Industries program manager to initiate the referral.

### 2. By transferring from another workshop within the State

In this scenario, the representative of the transferring workshop will contact the program manager, arrange for referral information and the State certification application to be forwarded and establishes a date for the applicant to visit the program.

### 3. Self-initiated referral from the individual or his/her advocate

In this scenario, the program manager will interview the individual and secure the records necessary for certification with DESE.

## Service Philosophy & Delivery

Services at Ability KC are driven by the active participation of the participant or, as appropriate, a family member or advocate of their choice. A program manager is assigned to coordinate activities outlined in the service plan and ensure that efforts are integrated and directed towards the outcomes targeted. This coordination includes regular communication with the participant, sponsoring agency representatives, staff directly providing services and concerned others identified by the participant. This is usually in the form of frequent, informal conversations and periodic formal meetings. Revisions to the plan of services may be initiated as a result of this communication.

Written reports are sent to the referring agency (if applicable) at the conclusion of services. Participants are encouraged and supported in developing their own plan of action. At a minimum, they will have the opportunity to discuss the recommendations and items to be included in the program plan. Discharge will be arranged when all parties agree that targeted outcomes have been accomplished or when additional services are no longer desired, or when the participant no longer meets criteria.

## For More Information

Please contact Ability KC Industries Operations Manager at 816.472.7799 ext. 225

