Orange County Local Partnership Agreement
CIE Person Driven Planning Process Directions

The Orange County Local Partnership Agreement (OCLPA) Team has agreed to utilize the person centered/person driven planning concept to support an individual's pathway to Competitive Integrated Employment (CIE).

Need:
In California, according to the Department of Developmental Services the employment rate for individuals with Intellectual and Developmental Disabilities (IDD) is about 13.1%, as compared to the general population rate at 74.7% (2014). Youth and adults with IDD need skill development and work experience opportunities to ensure success in CIE. Initially, individuals with IDD need to be made aware that CIE is an option for them. Additionally, they need to want to work, and be able to express their desire to work. A Person Centered/Driven Planning Process is an essential first step in this progression.

Definition:
Person Centered/Driven Planning (PCP/PDP) is an ongoing process used to help individuals with disabilities plan for their future. In person driven planning, groups of interested people focus on an individual and that person's vision of what they would like to do in the future. The "person-centered" team meets to identify opportunities for the student to develop personal relationships, participate in their community, increase control over their own lives, secure & retain CIE and develop the skills and abilities needed to achieve these goals. Person Centered Planning depends on the commitment of a team of individuals who care about the individual. These individuals take action to make sure that the strategies discussed in planning meetings are implemented. Additionally, Person Driven Planning emphasizes the role of the individual in the transition process.

Directions:
Orange County Agencies including: Regional Center of Orange County, Department of Rehabilitation, Local Education Agencies, Community Colleges, Adult Service Providers and other workforce development programs are agreeing to the following:

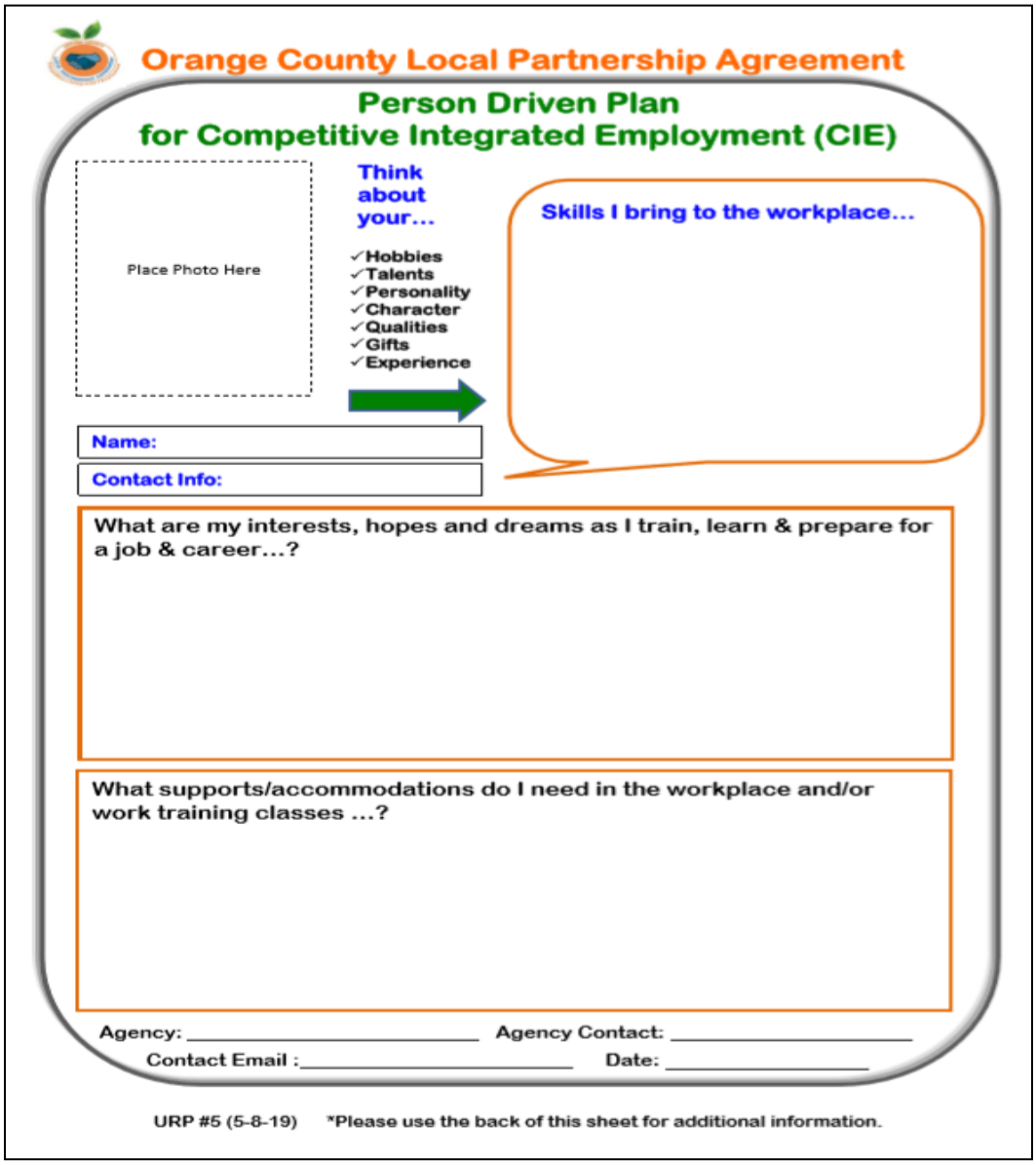
- Use of the OCLPA Person Driven Plan for Work Training & Employment Process one-page tool.
- Invitation of other relevant and approved service providers and community partners when holding a PDP meeting with the focus person.
- Sharing of completed and approved one-page PDP for Work Training & Employment form, given written permission by focus individual, and where appropriate, family member/conservator.

The PDP development meeting is best when there is a facilitator and a person to record what is being discussed. The facilitator should be a person that is neutral and unbiased, supports the focus individual in leading the group through the process, handles conflict and assures equal opportunity for all to participate. Service providers who will be involved in the allocation or provision of resources and/or services to support work training, education, and employment in competitive integrated settings should be involved in the planning meeting. Others that may be included are parents/guardians/conservators, other family members, friends, professionals, and anyone else who has a personal interest in the individual, as approved by the focus individual.

Focus individuals are encouraged to participate in the development of their PDP, as much as possible. Parents/family members are encouraged to contribute to the discussions to make sure this planning is pertinent to the family and their support of the process. Photos, resumes, video resumes and any other relevant items may be used to make the meeting more meaningful to the focus individual.

Focus individuals should be encouraged to be an integral part of the development of this PDP. The level of support needed by each person to participate will vary, and in most situations, a majority of the input should come from the focus individual.

OCLPA Person Driven Plan Tool:
The use of the following one-page tool is meant to meet the various agencies' and organizational requirements for person centered/driven planning in the workforce development and transition planning process.



Orange County Local Partnership Agreement

Person Driven Plan
for Competitive Integrated Employment (CIE)

Place Photo Here

Think about your…

- ✓Hobbies
- ✓Talents
- ✓Personality
- ✓Character
- ✓Qualities
- ✓Gifts
- ✓Experience

Skills I bring to the workplace…

Name:

Contact Info:

What are my interests, hopes and dreams as I train, learn & prepare for a job & career…?

What supports/accommodations do I need in the workplace and/or work training classes …?

Agency: _____ Agency Contact: _____

Contact Email :_____ Date: _____

URP #5 (5-8-19) *Please use the back of this sheet for additional information.

OCLPA PDP Tool Sections:

1) **Photo:** Please include a photo of the individual participating in the PCP/PDP process.

2) **Skills I bring to the Workplace...** This box is intended for descriptors that demonstrate the person's best: hobbies, talents, positive personality characteristics, qualities, gifts and experiences. Often-times these descriptors are known to the focus person and others close to the individual but not always shared with the personnel that are working to place and retain the individual in workforce development and employment opportunities.

3) **Name & Contact Information:** This box should include the first and last name of the focus individual as well as a way to contact the person.

4) **What are my interests, hopes and dreams as I train, learn & prepare for a job & career?** This box provides the opportunity for the focus person to share what employment options they are willing to consider, including possible career options. This includes willingness to participate in training and education to build foundational employment skills and job specific skills.

5) **What supports/accommodations do I need in the workplace and/or work training classes?**
Discuss the needs for supports in a variety of training and work locations. Make sure to include proven accommodations for the individual to utilize in post-secondary education and/or work settings.

6) **Agency, Contact, E-mail & Date:** This specific information will assist in determining which service provider to contact to assist the focus individual with CIE Programming.

OCLPA PDP Tool Purpose:

This PDP CIE Tool is intended to promote job preparedness, matching and retention.

This shared document will facilitate and promote a coordinated effort in developing the services and resources needed to implement the following mandated plans:

- Individual Education Plan/Individual Transition Plan **(IEP/ITP)** LEAs
- Individual Program Plan **(IPP)** RCOC
- Individual Plan for Employment **(IPE)** DOR
- Individual Service Plan **(ISP)** WIOA One-Stop/America's Job Center of California (AJCC) and Adult Service Providers
- Academic Success Plan **(ASP)** Post-Secondary Education Settings/Community Colleges

By working together to coordinate these multiple planning processes we will:

- ✓ Promote participation of all relevant service provider agencies in collaborative transition planning processes
- ✓ Promote effective and efficient programming across all involved agencies and service providers.
- ✓ Reduce duplication of services and resources
- ✓ Address service gaps to ensure job retention
- ✓ Increase awareness and access to workforce development programming options
- ✓ Improve focus persons' CIE outcomes as demonstrated in a variety of data collection efforts.

5/20/19