

Integrated Settings Checklist

Division _____

DR 380 (NEW 10/17)

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Employer Name: _____

Consumer Name: _____

Job Title: _____

Name of DOR Personnel Completing the Checklist: _____

Instructions

Vocational rehabilitation teams may use this checklist on a case-by-case basis to determine whether a consumer's placement meets the definition of an integrated setting.¹ This checklist applies to individual or group supported employment, Javits-Wagner-O'Day (JWOD), National Industries for the Blind (NIB), and AbilityOne / Source America placements.²

An answer of "no" to any of the questions means the work setting is not integrated.

Yes	No	Criteria
<input type="checkbox"/>	<input type="checkbox"/>	1. Setting Typically Found in the Community Is the work setting typically found in the community? <ul style="list-style-type: none"> Was the business created solely for the purpose of hiring individuals with disabilities? Where is the work setting located? Is the setting found in the competitive labor market? Jobs in retail, food service, education, administration, and health care are examples of settings typically found in the community. Work settings such as sheltered workshops are established specifically for the purpose of employing individuals with disabilities and are not jobs typically found in the community

¹ 34 CFR 361.5(c)(9).

² The Vocational Rehabilitation Service Delivery teams must not apply the integrated settings criteria to the Business Enterprises Program for the Blind established pursuant to the federal Randolph-Sheppard Act and state law. As a form of self-employment and business ownership, vending facilities in this program are deemed to be in integrated settings and specifically within the definition of "employment outcome." (Preamble to Final Federal Regulations, 81 Fed. Reg., 55630, 55642)

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Yes	No	Criteria
<input type="checkbox"/>	<input type="checkbox"/>	<p>2. Level of Interaction</p> <p>Is the employee with a disability interacting with coworkers without disabilities? Does this interaction occur to the same extent as for employees in comparable positions who do not have disabilities?</p> <ul style="list-style-type: none"> Supervisors, job coaches, and job trainers are not “co-workers.” Interaction must occur during the course of work, and not be isolated to lunch time or breaks. For example, individuals with disabilities hired to work under service contracts (such as landscaping or janitorial crews) either alone, in mobile work crews, or in other group settings, whose interaction is limited to persons visiting or working at the location, would not be performing work in an integrated setting.
<input type="checkbox"/>	<input type="checkbox"/>	<p>3. Work Unit and Work Site</p> <p>Is the employee interacting with employees without disabilities in their work unit and across the entire work site, as appropriate to the position?</p> <ul style="list-style-type: none"> Work unit, depending on the organizational structure, is defined either as all employees in a particular job category or as a group of employees working together to accomplish tasks. The work unit must consist of individuals with and without disabilities in order to be considered integrated. Work site is defined as the location where the work takes place.
<input type="checkbox"/>	<input type="checkbox"/>	<p>4. Interaction in Non-Standard Settings</p> <p>If the employee’s work setting is non-standard, does the individual interact with employees to the same extent as other employees in comparable positions?</p> <ul style="list-style-type: none"> Non-standard settings include telecommuting or working alone, in mobile or scattered locations, or in temporary employment. For example, Drew is a DOR consumer and is hired as a temporary consultant. Drew has little interaction with his coworkers without disabilities during his work day. This position is likely integrated because Maria, an individual without a disability, previously had the same job as Drew and also had little to no interaction with her coworkers throughout her work day.