



City of Philadelphia
Department of Behavioral Health and
**Intellectual disAbility
Services**

What to Expect Supports Coordinator Employment Process

Your Supports Coordinator (SC) will:

- ◆ Talk about employment during any meeting that involves you.
- ◆ Inform you about the options available to you.
- ◆ Connect you to options and services that will help you meet your goals.
- ◆ Refer you to the Pennsylvania Office of Vocational Rehabilitation (OVR) and follow up on your behalf.
 - Once OVR has reached its decision regarding your eligibility, your SC will ensure that you are offered a selection of employment providers so that you can choose the one that's best for you.
- ◆ Assure that all necessary paperwork (such as the Service Preference Packet and Prioritization of Urgency of Need for Services) is up to date.
- ◆ Make sure the Individual Support Plan (ISP) is clear to you and reflects your personal goals.
- ◆ Assure that employment goals are clearly listed under the employment section.
- ◆ Assist with transportation options, including but not limited to family support, SEPTA, Rideshare (Uber/Lyft), and applying to Customized Community Transportation (CCT)..
- ◆ Work with employment providers to ensure progress is being made.
- ◆ Ensure that all services are working together to support your employment.
- ◆ Refer you to a Benefits Counselor who can explain Supplemental Security Income (SSI) and Social Security Disability Insurance (SSDI) changes that might happen while you're working.
- ◆ Check-in with you about your job and discuss future goals.
- ◆ Help you to understand what services will be available to you when you graduate from high school.

LET'S GET TO WORK!

For more information, visit philaonthejob.org



Philadelphia Intellectual disAbility Services (IDS) is an administrative entity under contract with the Pennsylvania Department of Human Services, Office of Developmental Programs to administer services in Philadelphia County. IDS works with the Commonwealth and service providers to offer quality supports and services so individuals will have choices in their lives, meaningful relationships, and participation in their community as valued citizens.

photo: Steve Weinik