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**Support and Training for Employing People Successfully
(STEPS)**


What is it?

STEPS is an employment incentive program and based on the premise that providing the right combination of supports will result in higher employment rates and independence. STEPS is:

- a voluntary program
- operated under the KanCare 2.0 1115 demonstration
- a pilot up to 500 individuals
- provided through *Working Healthy*
- for KanCare beneficiaries age 16 through 64

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Disability Eligibility

Behavioral Health Eligible	Other Disability Eligible
<p>Individuals with the following behavioral health primary diagnosis who receive SSI or SSDI:</p> <ol style="list-style-type: none"> 1. Schizophrenia; 2. Bipolar and major depression; 3. Delusional disorders; 4. Personality disorders; 5. Psychosis not otherwise specified; 6. Obsessive-compulsive disorder; 7. Post-traumatic stress disorder; or 8. Substance use disorder (SUD) or co-occurring SUD. 	<p>Individuals on one of the following waitlists or waivers who receive SSI-only:</p> <ol style="list-style-type: none"> 1. Physical Disability (PD) 2. Intellectual/Developmental Disability (IDD) 3. Brain Injury (BI)

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Financial Eligibility

Beneficiaries must also be financially eligible for the STEPS program. To be financially eligible:

- countable income up to 300% of Federal Poverty Level (FPL)
- resources up to \$15,000 for an individual or couple

Beneficiaries with countable income up to 100% of FPL will not have a cost share; those with countable income exceeding 100% of FPL will have the same cost share as Kansas *Working Healthy* participants.

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Employment Requirement

Employment:

- minimum of 40 hours per month
- in a competitive, integrated setting
- federal hourly minimum wage or above
- Federal Insurance Contributions Act (FICA) withdrawn

Employment and/or work experience in a sheltered workshop is not considered employment for STEPS.

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Additional Information

STEPS will use a standardized needs assessment to determine eligibility for needed services.

If there is a waitlist for the STEPS program, the list will be managed on a statewide basis.

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HCBS Safety Net

Individuals who:

- choose to participate in STEPS and are currently on a waiver waitlist will not lose their place on that waitlist
- choose to participate in STEPS and are currently on a waiver will be able to return to the waiver
- are offered a slot on the waiver may choose to accept the waiver offer or remain on STEPS; those who remain in STEPS will be considered waiver eligible

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STEPS Services

Services	
Pre-vocational services	Independent Living Skills Training
Transportation	Supported Employment
Personal Assistance Services	Assistive Services
Community Service Coordination	

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Community Service Coordination

Community Service Coordination (CSC) will:

- provide choice counseling and education to the participant regarding self-direction
- develop the Service Plan with the participant
- monitor participant's progress toward meeting their goals
- monitor the implementation of the Service Plan
- provide participant contacts and home visits
- provide referrals for community services such as education, employment, and housing

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Community Service Coordination

A CSC can be an existing case manager, such as I/DD Targeted Case Managers, and also be a STEPS CSC.

A CSC can wear several case management “hats” but can only provide Community Service Coordination for a STEPS participant.

CSC and TCM/other types of case management cannot be billed for a participant at the same time.

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Managed Care Organizations (MCO)

MCOs role:

- conducting the initial STEPS Services Assessment and all subsequent service assessments
- assisting the participant in locating a CSC if case management isn't already being received
- assisting CSCs as they connect members to community resources
- paying for all STEPS services through a Fiscal Manager

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Fiscal Management Services (FMS)

All services, including CSC, will be paid through the Fiscal Management Services provider.


Participants and providers must enroll with the FMS provider in order to receive and to get paid for providing services.

Agencies providing services must be approved by the Program Manager before enrolling.

Participants self-directing may hire Personal Assistants whose background checks meet State and Federal requirements.

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Participant Referrals and Enrollment

Referrals can come from any source:


- Voc-rehab;
- CMHCs;
- CDDOs;
- ADRCs;
- CILs;
- Self, etc.

All referrals need to go through the Program Manager.

Program Manager confirms referral information and establishes program eligibility




Referral is passed along to the WH Benefits Specialist to complete Benefits Counseling



Referral is sent to the MCO for scheduling the initial STEPS Services Assessment and completes Provisional Service Plan

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Service Provider Enrollment

Contact the Program Manager or complete the STEPS Provider Agency Qualifications Checklist

All services providers must be vetted by the Program Manager prior to providing services.

Providers	
• CDDOs and their affiliates	• CMHCs and their affiliates
• Centers for Independent Living	• Accredited Clubhouse models
• KS Workforce Centers	• Brain Injury HCBS providers
• Religious-based organizations such as Catholic Charities or Jewish Vocational Services	

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Role of the Benefits Specialists

Working Healthy Benefits Specialists will provide guidance to help participants make informed choices. Benefits Specialists will:

- review participants current benefits status
- explain how employment, earnings and resources impact Social Security benefits
- provide the possible premium amount, if applicable
- determine individual's continued interest in STEPS
- have the participant sign the 3165 indicating that they understand and agree to paying a cost share, if applicable

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STEPS Evaluation

The State will include an evaluation of the STEPS program

Quality of Life Measures	Systems Outcome Measures
<ul style="list-style-type: none"> • Sense of economic well-being • Sense of accomplishment • Improved feeling of self-worth/self-esteem 	<ul style="list-style-type: none"> • Increased employment and earnings • Improved health outcomes • Decreased reliance on Social Security Benefits

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Common questions

- What if someone loses their employment?
- What are the provider rates?
- Will someone lose their benefits from working?
- Do they lose TCM by enrolling in STEPS?

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Working Healthy Administrators

<p>Erin Sanders-Hahs STEPS Program Manager Erin.SandersHahs@ks.gov</p>	<p>Nancy Scott Working Healthy Director Nancy.Scott@ks.gov</p>
<p>Sherri Marney WORK Program Manager Sherri.Marney@ks.gov</p>	<p>Maddie Bowens Working Healthy Program Manager Madeleine.Bowens@ks.gov</p>

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Working Healthy Websites


<https://kancare.ks.gov/consumers/working-healthy/steps>

<https://kancare.ks.gov/consumers/working-healthy>


<https://kancare.ks.gov/consumers/working-healthy/wh-details>

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Thank you/Questions



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