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## Appendix D

### EMPLOYER ACCEPTANCE AGREEMENT

#### ADOPTED BY

InterHab Innovation Fund

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DEVELOPED IN COOPERATION WITH THE  
U. S. DEPARTMENT OF LABOR OFFICE OF APPRENTICESHIP  
& KANSAS REGISTERED APPRENTICESHIP OFFICE

*Employer: Acme Corporation*

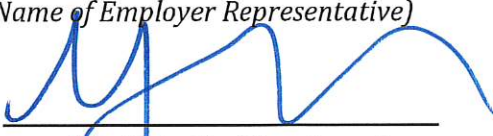
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*Example #2*



**Appendix D**  
**EMPLOYER ACCEPTANCE AGREEMENT**

The undersigned employer hereby subscribes to the provisions of the Apprenticeship Standards formulated and registered by the InterHab Innovation Fund and agree(s) to carry out the intent and purpose of said Standards for Direct Support Professional and accompanying Appendices and to abide by the rules and decisions of the Sponsor established under these Apprenticeship Standards. The undersigned employer further agrees to allow the InterHab Innovation Fund to access the employer's records to confirm compliance with the terms of the Apprenticeship Standards and requirements of 29 CFR Part 29, subpart A, and Part 30. InterHab Innovation Fund have been furnished a copy of the Standards and have read and understood them, and request certification to train apprentices under the provisions of these Standards. On-the-job, the apprentice is hereby assured qualified training personnel and adequate supervision during the apprenticeship. The training should follow the approved Work Process Schedule and Related Instruction Outline including the rotation of tasks. The employer further agrees to follow the selection procedures per the approved Standards consistent with the requirements set forth in 29 CFR § 30.10(b). This employer acceptance agreement will remain in effect until canceled voluntarily or revoked by the Sponsor, Employer, or the Registration Agency.

<p><u>John Doe</u> <i>(Print Name of Employer Representative)</i></p> <p>Signed: <u></u> <i>(On Behalf of Employer)</i></p> <p>Date: <u>1.1.24</u></p> <p>Employer Title: <u>CEO</u></p> <p>Name of Company: <u>Acme Corp.</u></p> <p>Address: <u>123 Street</u></p> <p>City/State/Zip Code: <u>Party City, USA</u></p> <p>Phone Number: <u>111-1111</u></p> <p>Fax: <u>123-4547</u></p> <p>NAICS Code (Optional): _____</p> <p>Employer Identification Number (Optional): <u>11-11111</u></p> <p>cc: Registration Agency</p>	<p><u>Matt Fletcher</u> <i>(Print Name of Sponsor Representative)</i></p> <p>Signed: _____ <i>(On Behalf of Sponsor)</i></p> <p>Date: _____</p> <p>Email: <u>acme@acme.com</u></p>
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(New Page for each occupation)

**EMPLOYER MODIFICATIONS TO STANDARDS OF APPRENTICESHIP AND APPENDICES**

OCCUPATION TITLE: Direct Support Professional  
O\*NET-SOC CODE: 21-1093.00

RAPIDS CODE: 1040HY

Company employs 576 total workers.

Company employs 11 Journeyworkers.

**Standards of Apprenticeship**

**SECTION I B. - Minimum Qualifications (If not same as Standards)**

An apprentice must be at least 18 years (Enter an age of at least 16 years) of age, except where a higher age is required by law, and must be employed to learn an apprenticeable occupation. Please include any additional qualification requirements as appropriate (optional):

- There is an educational requirement of HS diploma / equivalent
- There is a physical requirement of ability to physically perform job
- The following aptitude test(s) will be administered \_\_\_\_\_
- A valid driver's license is required.
- Other pass background check checks to comply w/ state regs

**SECTION I D. - RELATED INSTRUCTION**

Hours Instruction Provided:  during Work Hours /  during Non-Work Hours /  Both

Apprentice  will /  will not be paid for hours spent attending related instruction classes during non-work hours.

**Appendix A Changes – Wage Scale - Work Process Schedule - Related Instruction Outline**

Not Applicable /  Attached

**Selection Procedure:**

Not Applicable /  Attached

**Appendix C Changes - Affirmative Action Plan**

Not Applicable /  Attached



# Acme Corporation

## Wage Scale & Related Instruction Outline

### Direct Support Professional Wages

Job Description	New Wage	Badge One	Badge Two	Badge Three	Badge Four	Competency Attainment
	\$15					
	\$16.50	.50	.50			.50
	\$17.50			.50	.50	.50

DSP II Competencies – Forklift certification and mobile crew

DSP III Competencies – Explorer's Club calendar, assign caseloads, client registries and coordinate with community partners.

There is a .50 an hour increase for completing each Proficiency Badge and .50 an hour increase for completing job competencies for each DSP level. Goodwill covers the cost of each course under their Tuition Reimbursement Policy for DSP staff.

### Badges



Direct Support Professional:  
Certificate of Initial  
Proficiency Part II



Direct Support Professional:  
Certificate of Initial  
Proficiency Part I



Direct Support Professional:  
Basic Certificate Part 2



Direct Support Professional:  
Basic Certificate Part 1

\*attach policies