

EMPLOYMENT SERVICE PROVIDER'S STAFF QUALIFICATION & TRAINING REQUIREMENTS

Job Coach

IVRS Requirements

HCBS Requirements

IVRS requires job coaches to have a certificate of completion from either Iowa APSE or CES of required courses noted below, or staff have credentials as a licensed educator with the State of Iowa; or a degree in rehabilitation or closely related field.

- ✓ Age 18 (For Direct Support)
 - ✓ Associate degree, or HS Diploma/GED & 6-months' experience
 - ✓ 9.5 hours employment service training within 6 months of hire or November 4, 2016
 - ✓ Nationally Recognized Certificate of Completion of Job Coach Training (Comparable to IVRS requirements for either Iowa APSE or CES Job Coach Training)
 - ✓ On-going continuing education of 4 hours yearly in Employment Services
- * The person providing LTJC has 24 months from the date of hire or within 24 months of May 4, 2016 to meet the educational requirements and earn the professional certificate of completion required.

Iowa APSE

1. Foundations self-directed study with APSE Mentor (Pre-requisite required for both Job Coach & Job Development Trainings)
2. Job Coach or Job Development Training (Each is two-day face-to-face training)

Direct Course: College of Employment Services (CES) Online Job Coaching

1. Strategies for Job Development Part 2 (Lessons 1-4)
2. Foundations of Employment Services (Lessons 1-4)
3. Performance Coaching and Support Part 1 (Lessons 1-5)
4. Performance Coaching and Support Part 2 (Lessons 1-5)

Small Group Supported Employment (SE) - HCBS Requirements

- ✓ Age 18 (For Direct Support)
- ✓ Associate degree, or HS Diploma/GED & 6-months' experience
- ✓ 9.5 hours employment service training within 6 months of hire or November 4, 2016
- ✓ Nationally Recognized Certificate of Completion of Job Development or Job Coach Training
- ✓ On-going continuing education of 4 hours yearly in Employment Services

* The person providing small group SE services has 24 months from the date of hire or within 24 months of May 4, 2016 to meet the educational requirements and earn the professional certificate of completion required.

Iowa APSE

1. Foundations self-directed study with APSE Mentor (Pre-requisite required for both Job Coach & Job Development Trainings)
2. Job Coaching or Job Development Training (Each is two-day face-to-face training)

Direct Course: College of Employment Services (CES) Online

* Either Job Coaching or Employer Development

Job Coaching

1. Strategies for Job Development Part 2 (Lessons 1-4)
2. Foundations of Employment Services (Lessons 1-4)
3. Performance Coaching and Support Part 1 (Lessons 1-5)
4. Performance Coaching and Support Part 2 (Lessons 1-5)

		Employer Development	
		<ol style="list-style-type: none"> 1. Strategies for Job Development Part 1 (Lessons 1-4) 2. Strategies for Job Development Part 2 (Lessons 1-4) 3. Principles of Career Development (Lessons 1-6) 4. Foundations of Employment Services (Lessons 1-4) 5. Business Perspectives (Lessons 1-4) 6. Using Work Incentives to Increase Self-Sufficiency (Lessons 1-6) 7. Funding Employment Services (Lessons 1 & 2) 	
Individual Supported Employment (SE)			
IVRS Requirements		HCBS Requirements	
<p>IVRS requires employment service provider staff to have a certificate of completion from either Iowa APSE or CES of required courses noted below, or staff have credentials as a licensed educator with the State of Iowa; or a degree in rehabilitation or closely related field.</p> <p>* Please Note: If staff will be providing individual SE and job coaching services, they would need to complete the job coach training requirements outlined above in addition to those courses listed under Job Development below.</p>		<ul style="list-style-type: none"> ✓ Age 18 ✓ Bachelor's degree or commensurate experience, preferably in human services, sociology, psychology, education, human resources, marketing, sales or business. ✓ Nationally Recognized Employment Support Professional Certification - APSE's Certified Employment Support Professionals (CESP) Exam ✓ On-going continuing education of 4 hours yearly in Employment Services <p>* The person providing Individual SE services has 24 months from the date of hire or within 24 months of May 4, 2016 to meet the educational requirements and earn the professional certification required.</p>	
<p>Iowa APSE</p> <ol style="list-style-type: none"> 1. Foundations self-directed study with APSE Mentor (Pre-requisite required for both Job Coach & Job Development Trainings) 2. Job Development Training (Is a two-day face-to-face training) 	<p>Direct Course: College of Employment Services (CES) Online Employer Development</p> <ol style="list-style-type: none"> 1. Strategies for Job Development Part 1 (Lessons 1-4) 2. Strategies for Job Development Part 2 (Lessons 1-4) 3. Principles of Career Development (Lessons 1-6) 4. Foundations of Employment Services (Lessons 1-4) 5. Business Perspectives (Lessons 1-4) 6. Using Work Incentives to Increase Self-Sufficiency (Lessons 1-6) 7. Funding Employment Services (Lessons 1 & 2) 	<p>Iowa APSE ACRE Approved Training</p> <ol style="list-style-type: none"> 1. Foundations self-directed study with APSE Mentor (Pre-requisite required for both Job Coach & Employer Development Trainings) 2. Job Coach and Employer Development Training (Each is two-day face-to-face training) & complete required field assignments <p>List of ACRE Approved Training Options: www.acreducators.org/find-training-providers</p>	<p>Direct Course: College of Employment Services (CES) Plus</p> <p>Combination of 11 core CES online courses and supplemental webinars, activities, and fieldwork needed to earn an ACRE certificate.</p> <p>* Please Note: There is an additional fee for CES Plus. For more information, please contact Karen Flippo at karen.flippo@umb.edu and let her know you have access to CES through Iowa Association of Community Providers.</p>