



# JOB DEVELOPMENT AND PLACEMENT PLAN

State Form 56645 (12-18)  
FAMILY AND SOCIAL SERVICES ADMINISTRATION  
DIVISION OF DISABILITY AND REHABILITATIVE SERVICES  
VOCATIONAL REHABILITATION (VR) SERVICES

*This form helps you plan for achieving job placement. Complete this form at the end of Discovery. You should meet as a team to develop this plan. The team includes the participant, employment consultant, and Vocational Rehabilitation Counselor, and others as determined by participant. You can meet in person, through video conference, or telephone call.*

<b>Participant Information</b>		Name:	Don Dolittle
Contact (Telephone, E-mail, Address):	260-111-2222	Alternate Contact:	Youth pastor 260-333-4444
Date of Birth (month, day, year):	1/1/2000	VR Identification Number:	212144
<b>Provider Information</b>		Provider:	Top Notch Employment Svcs.
Employment Consultant (EC):	Jedi Greene	EC Contact Info:	260-999-9999
Support Team (e.g. family, case manager, residential, behavioral specialist, teacher)	Don's mother (Pam), Youth pastor, EC and VRC		

## Collaborators

*Identify each person who helped develop this plan. Select all that apply.*

- Participant    Employment Consultant  
 Vocational Rehabilitation Counselor    Other team member(s) Don's mom, Pam

## Meeting

*Identify how the meeting was conducted. Select all that apply.*

- In Person    Video / telephone conferencing

**Individualized Plan for Employment (IPE):** *During your meeting, discuss the vocational themes and information in the Discovery profile. This information will inform the employment goal on the IPE. If the IPE is already written, discuss if it is a good fit based on what was learned. If it is not a good fit, amend the IPE.*

Stock clerk

**Strategies**

*Describe strategies for achieving successful placement. Assign strategies to team members. In the timeline section, identify when each strategy should happen.*

	<b>Strategy</b>	<b>Responsible Person(s)</b>	<b>Timeline</b>
<b>1.</b>	Reach out to local small businesses	EC	Start 12/2/18
<b>2.</b>	Check on-line job postings	Don and EC	Start 12/2/18
<b>3.</b>	Fill out Job Applications	Don and Mom	Ongoing until job is obtained
<b>4.</b>	Discuss progress and needs with MH Counselor	Don	Next apt. 12/5/18
<b>5.</b>	Enter strategy.	Responsible person.	Timeline.
<b>6.</b>	Enter strategy.	Responsible person.	Timeline.
<b>7.</b>	Enter strategy.	Responsible person.	Timeline.

## Expectations

1. How often will the job seeker and employment consultant meet?  
1 x week
2. How will the job seeker and employment consultant communicate? How often?  
In person and on the phone weekly
3. How will the job seeker and Vocational Rehabilitation counselor communicate? How often?  
Phone and email
4. How will the Vocational Rehabilitation counselor and employment consultant communicate? How often?  
Phone and email
5. When will the team come back together as the participant looks for a job?  
1 month
6. Are there other expectations? *If so, explain.*  
Don is having some problems with his medication side effects, he will speak with his doctor and counselor.

**Optional Signatures for Completion of the Job Development and Placement Plan**

I participated in this meeting. I agree with the information and recommendations in this plan.

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Signature of Participant

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Date *(month, day, year)*

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Signature of Participant’s Parent or Guardian, as applicable

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Date *(month, day, year)*

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Signature of Community Rehabilitation Provider Representative

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Date *(month, day, year)*

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Signature Other

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Date *(month, day, year)*