



COMMISSIONER
Chris Traylor

January 20, 2010

To: Community Living Assistance and Support Services (CLASS) providers
Consolidated Waiver Program (CWP) providers
Deaf-Blind Multiple Disability (DBMD) providers

Subject: Information Letter No. 10-08
Supported Employment Transportation Requirements

The purpose of this letter is to announce the Texas Department of Aging and Disability Services (DADS) Employment Services Training and Technical Assistance Initiative and to provide CLASS, DBMD, and CWP providers with clarification in regard to the transportation requirements for Supported Employment (SE).

The intent of this initiative is to improve employment outcomes for individuals for whom you provide waiver services. DADS has collected input from providers, individuals, parents, and other stakeholders who have identified the need for information and training that will successfully support an individual to find and maintain competitive employment.

Throughout this initiative, DADS will be reinforcing with providers and individuals, legally authorized representatives, and families the current program requirements as they relate to SE transportation.

The SE transportation requirements are as follows:

CLASS:

Provider Manual (PM) 5319 Supported Employment Services

Supported employment services must include any activity needed to sustain paid work, including supervision, training, and transportation.

DBMD:

Waiver application C1/C3 Supported Employment

The supported employment component includes services and supports, including supervision and training, essential to sustain paid work by an individual. When providing transportation, the provider must have a valid Texas driver's license with proof of insurance.

CWP:

Waiver application C1/C3 Supported Employment

Supported employment includes services and supports, such as supervision and training, essential to sustain paid work by an individual in an integrated setting, and includes transportation to and from the job site as a component of this service. For additional information regarding this service, please refer to the [CWP Provider Manual, Section 1292 \(Supported Employment Services\)](#).

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If you have additional questions regarding these transportation requirements, please contact the Community Services policy line at 512-438-3015.

Sincerely,

[signature on file]

Tommy Ford, Director
Community Services

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