

Supported Employment

SE

Available under TBI

What is SE?

SE is paid employment for an individual who requires intensive ongoing support to perform in a work setting. This includes activities required to sustain paid work such as supervision and training.

What is needed to provide SE?

Certificate from the Commission on Accreditation of Rehabilitation Facilities (CARF)

How to apply for SE?

Prepare the following documents:

Documents to Gather

- W-9 Form/EIN
- Background Check (owner and current employed)
- Liability Insurance Policy
- Secretary of State Letter
- Proof Certification/Degree/Experience

Operations Manual

- Personnel Policy
- Job Descriptions
- Job Performance Evaluation Policy
- Employee's Rights and Responsibilities
- HIPAA Compliance Policy
- File Retention Policy
- Transfer of Information Policy
- Organizational Chart
- Quality Assurance/Quality Improvement Policy
- Incident Reporting Policy

Resources

- [HCBS Waiver Manual](#)
- [Aging Rule](#)
- <https://carf.org/>