

Whatcom County Pathways to Employment: Provider Qualifications

Background

Pathways to Employment services are provided to adults with developmental disabilities ages 21 years and older. Services are designed to help individuals obtain or maintain individualized, integrated employment in the community. Service goals include:

- Establish employment opportunities for participants within local business and industry regardless of their level of disability.
- Develop relationships with and support from co-workers without disabilities.
- Make measurable progress toward the individual's employment goals, including job advancement.
- Develop job and life skills necessary to increase independence

Service types include both individualized employment (one person, one job) as well as group supported employment (supervised employment and training opportunities for small groups of participants within local business, industry and community settings.)

Requirements

Applicants seeking qualification to provide Pathways to Employment services must:

- Provide evidence that they can meet requirements detailed in [DSHS/DDA policy 6.13](#)
- Demonstrate the capacity to provide services in line with the [DSHS/DDA Criteria for Evaluation](#) and the [County Guide to Achieving DDA Guiding Values](#)
- Be able to meet the requirements in the County Program agreement for the current biennium.

Other administrative references, model forms and guidelines for Pathways to Employment may be found at <https://www.dshs.wa.gov/dda/county-best-practices>.

Funding

[DSHS/DDA](#) contracts with counties to qualify providers and manage these services. Clients served must have a valid County Service Authorization (CSA) approved by their DSHS/DDA case resource manager and the County. Services are paid on an hourly fee for service basis.

Qualification Process

Whatcom County has an open and continuous qualified provider process for Pathway to Employment services.

Applicants must provide evidence of qualification in a format provided by the County, which is subject to review by an evaluation committee. Applicants may be asked to submit to an interview and further on-site monitoring if requested to verify qualifications. All new providers will receive a one year provisional contract and will be monitored within the first year to ensure compliance. Renewal of the provisional contract is dependent on the outcome of monitoring.

Interested parties may request a meeting with **Jessica Lee, Developmental Disabilities Program Specialist** to discuss qualifications, review documentation required and present their service delivery structure. jlee@co.whatcom.wa.us
360-778-6047.