1. **SCOPE OF SERVICES**

A case is moved to Status 22-0 once it has been determined that the job candidate is stabilized on the job that is consistent with the IPE employment goal. The following criteria must be met for a job to be considered stabilized:

a. Services provided under the IPE must contribute to the employment outcome;

b. The employment is consistent with the job candidate’s abilities, capabilities, and is the choice of the job candidate;

c. The employment is satisfactory and the job candidate is performing satisfactorily;

d. The employment pays at least minimum wage, or a commensurate wage (self-employment cases must follow guidelines listed in the [IVRS Self-Employment](#) policy and the [IVRS Self-Employment Manual](#); and

e. The employment is in a competitive integrated employment setting.

2. **AGENCY EXPECTATIONS**

Employer information is captured on the [IPE-35](#) form.

a. Need and justification for any services should be completed prior to placement into Status 22-0. If a job candidate has SSI/SSDI benefits, they should receive a detailed analysis of benefits prior to Status 22-0 placement.

b. IVRS staff will meet/contact the job candidate and partners (when appropriate) as needed.
c. Case notes should summarize job placement efforts specifically focused on discussions with the business at which the job candidate is placed and discussions with the job candidate regarding their position.

d. Best practice is to obtain supporting documentation for the start of employment and for wage verification as soon as possible; this supporting documentation is required at Status 26-0 closure.

e. A medical residency, employment in the military/armed forces, and training in an approved apprenticeship are considered by IVRS to be employment. The job candidate would initially be considered in training during which time staff would provide consultation and technical assistance on accommodations and strategies for success. Once the job candidate demonstrates successful participation in the employment and it appears stable, then the job candidate is considered to be in stable employment and the status of record moves to Status 22-0.

f. Individuals who remain employed in the same job held at application may be placed into this status as long as it can be shown that the services IVRS provided assisted in the individual maintaining or advancing in their employment.

g. Employment with a Temp Agency: A job candidate is employed by a temp agency which is the employer of record. The agency places the individual in various employment settings and the following conditions are required:
   i. The job candidate has an interest in working with the temp agency long term and the temp agency continues to place the job candidate in temporary jobs as an employee of the temp agency. The 90-day closure requirements can be met when a single or multiple job placement(s) result in 90 days of employment and the job candidate agrees that no further supports are necessary;
   ii. The vocational goal and preferences of the job candidate are consistent with the jobs at which the job candidate is placed;
   iii. The temp agency retains the job candidate as a viable job candidate for future placements; and
iv. The temp agency provides verification that continual placements will be provided to the job candidate at no charge to the job candidate.

h. Individuals in correctional institutions cannot be considered stabilized while still incarcerated.

i. Individuals who are working in extended (sheltered) employment are not considered rehabilitated and should not be placed into this status.

j. Any individuals who are placed into Status 22-0 with a self-employment employment outcome must be connected with the IVRS ISE Rehabilitation Assistant. This allows the individual to become familiar with the IVRS ISE Rehabilitation Assistant who will be contacting the individual quarterly for wage information after the case file closes.

k. IVRS does not supplant services or supports that are the legal responsibility of another entity.

3. EXCEPTIONS
   a. None

4. APPLICABLE FORMS/DOCUMENTS
   a. IPE-3S Form
   b. IVRS Self-Employment Manual
   c. IVRS Self-Employment Policy
   d. R-406 Financial Inventory
   e. Status 22-0 Internal Control

5. TRAINING
   a. Status 22-0: Placement Policy Training