

**SEMI-ANNUAL
EMPLOYMENT OUTCOMES SYSTEM
EVALUATION REPORT
March 2006**



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**Department of Human Services
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❖ PREFACE

The Employment Outcome System (EOS) report is the semi annual performance outcomes for adults with developmental disabilities receiving long-term day support funding.

In the 1983-85 biennium, the State of Oregon enacted legislation requiring measurement of how employment services enhances **social integration, independence and productivity** of people with developmental disabilities. Program assessment helps measure the goals achieved. The report results are available for public inspection and review by the Legislative Assembly.

This report is based on information received from employment service providers who implement Employment Outcomes for adults with developmental disabilities.

Once every six months, service providers submit information about the employment outcomes experienced by each individual receiving services funded by Senior's and People with Disabilities (SPD). This statewide summary may be used by:

- Families and advocates to compare outcomes and make an informed choice among local providers;
- Service providers to track agency quality improvement efforts and compare their performance against state averages;
- County and other local personnel to disseminate information about the supports available in their community; and
- State officials to demonstrate the benefit of investment in employment and alternative supports.

Information from the surveys are summarized to provide a statewide “snapshot” of the outcomes experienced by individuals receiving services.

This report fulfills the commitment made to the Legislative Assembly by summarizing and providing an overview the employment outcomes information received from employment service providers.

This report describes what we know about the aggregate employment outcomes of developmentally delayed individuals receiving employment services. It does not evaluative answers. It does show employment patterns.

The report is also available at <http://www.oregon.gov/DHS/spd/data/>
Click on the link for the Employment Outcomes System.

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❖ EXECUTIVE SUMMARY

Programs and Individuals

Data for **75** employment programs supporting **3,362** individuals are included in this report. This represents approximately **91%** of all employment programs and **89%** of all individuals receiving employment services reported on as of March 2006.

Employment Status

Data for a total of **2964** individuals show employment outcomes. Of these, **25 (.84%)** reported being unemployed. All of the other **2939** individuals (**99.16%**) received employment or Alternative to Employment (ATE) services. Of these, **1255 (42.34%)** were served through sheltered employment, **383 (12.92%)** through group employment, **185 (6.24%)** through individual jobs, **9 (0.30%)** through self-employment, and **1107 (37.35%)** through Alternate to Employment (ATE).

Alternate to Employment

The data in this category is dependent on an employee start date being entered on the survey form. This category was incomplete on many surveys. We are only able to report on

employment status for employees showing a date of employment. Missing survey data skewed some of the calculations for the Employment Status categories including ATE.

Please Check One

1. Primary Environment (check one)

Sheltered Employment (facility-based)

Off-Site Group Employment **

Individual Job

Self-employed

Unemployed

Alternative to Employment (ATE)

If Unemployed (check all that apply)	If ATE, why (check one)
<input type="radio"/> Volunteer work	<input type="radio"/> Retired
<input type="radio"/> Looking for job	<input type="radio"/> Choice
	<input type="checkbox"/> Other

Program Operated Business

2. Program operated business/ATE?

Yes No

3,362 individuals (**100%** had responses to the question of who operates the employment that the individual is involved in. Of these, **2,970 (88.34%)** were served by provider-operated businesses while **392 (11.66%)** were employed or served by businesses not operated by

the employment service provider.

Paycheck Issued by

3. Paycheck issued by:

No paycheck

Employer

Rehab/support organization
(including program operated business)

3,233 individuals (**96.16%**) had responses to this question. Of these, **1,676 (51.84%)** received a paycheck from a rehabilitation/support organization, **471 (14.57%)** from an employer, and **1,086 (33.59%)** received no paycheck.

New Employer/Alternatives to Employment in Last Six Months

4. New employer /ATE in last 6 months

Yes No

3362 individuals (**100%**) had responses to this question. Of these, **205 (6.10%)** show going to a new employer/ATE during the last six months while **3157 (93.90%)** show no change in the last six months.

Duration of Employment

5. Start date for current or new

MM / DD / YY
 / /

Out of the **3,362** surveys received, **2,981 (88.67%)** answered this question. The average duration for all individuals served in sheltered employment was **105.29** months (**8.77** years) and the average duration reported for individuals in individual jobs was **61.28** months (**5.11** years). Similarly, the ATE average duration was **63.42** months (**5.29** years).

6. Type of work performed (check one)

- Agriculture
- Assembly/manufacturing
- Clerical/office
- Food service
- Grocery/retail
- Groundskeeping
- Health/human service
- Janitorial/housekeeping/laundry
- Recycling/sorting
- Stocking/warehouse
- N/A (if Unemployed or ATE)
- Other

Types of Work Performed

3,228 individuals (**96.01%**) had responses to this question. Of these, **2,153 (66.70%)** were working while **1,075 (33.30%)** had alternative to employment. The top three employment categories were assembly/manufacturing **778 (24.10%)**, recycling/sorting **414 (12.83%)**, and janitorial/housekeeping **277 (8.58%)**.

Typical Hours Scheduled Weekly for Paid Work

7. Typical hours scheduled weekly for paid work:

On average, **2,133** individuals were scheduled for **18.01** hours of paid work each week, with the largest proportion (**9.56%**) scheduled for 0 to 4 hours.

Typical Hours Scheduled Weekly Non-Paid Work

8. Typical hours scheduled weekly non-paid time:

On average, **2,128** individuals were reported as being scheduled for **15.15** hours of non-paid work each week, with the largest proportion (**15.98%**) scheduled for 0 to 4 hours.

Hourly Earnings

9. Hourly earnings \$

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2,414 individuals showed hourly earnings. Many individuals (**368**) showed \$0.00 as their hourly earnings, **340** in ATE, **16** in sheltered employment and two in group employment also show \$0.00 hourly earnings. Average hourly earnings calculated with these \$0.00 values included were **\$3.16** per hour. With \$0.00 earnings excluded, the average was **\$3.73** per hour.

Average hourly earnings were **\$2.58** per hour in sheltered employment, **\$4.73** in off-site group employment, and **\$7.20** per hour for persons with individual jobs.

Benefits Received

10. Benefits received (check all that apply):

- None
- Medical
- Paid sick leave
- Paid vacation or holidays
- Retirement
- Other

Every individual surveyed (**3,234**) show responses to this question. Of these, **2,470 (76.38%)** showed receiving no fringe benefits. The most frequently reported benefit individuals received from employment were vacations or paid holidays (**20.72%**).

Individuals *without* Disabilities in the Immediate Environment

11. No. of individuals without disabilities in immediate environment excluding paid-staff (check one):

- 0
- 1-5
- 6-15
- 16 or more

3,284 individuals (**97.68%**) show responses to this question. Of these, **1,513 (46.07%)** indicated that there were no individuals without disabilities in their immediate environment, **1,212 (36.91%)** that there were 1-5 individuals without disabilities, **311 (9.47%)** that there were 6-15 individuals without disabilities, and **248 (7.55%)** that there were more than 16 individuals without disabilities in their environment.

Individuals *with* Disabilities in the Immediate Environment

12. No. of individuals with disabilities (including this person) in immediate environment (check one):

- 1
- 2-4
- 5-8
- 9 or more

3,277 individuals (**97.47%**) had responses to this question. Of these, **326 (9.95%)** are in environments in which they are the only individual with disabilities, **508 (15.50%)** are in environments where there are 2-4 individuals with disabilities, **680 (20.75%)** are in environments in which there are 5-8 individuals with disabilities, and **1,763 (53.80%)** are in environments with 9 or more individuals with disabilities.

Social Interactions with People *without* Disabilities excluding Paid Staff

13. Social interactions with individuals without disabilities excluding paid staff (check one):

- Rarely, if ever
- Exchanges greetings or brief interaction
- Interacts substantially
- Engages frequently and ongoing

3,265 individuals (**97.11%**) had responses to this question. Of these, **592 (18.13%)** interacted rarely, if ever, **1,272 (38.96%)** exchanged greetings, **666 (20.40%)** interacted substantially, and **735 (22.51%)** interacted on a frequent and ongoing basis.

SECONDARY ENVIRONMENT

If there is a second environment please complete

14. Secondary Environment (check one)
- Sheltered Employment (facility-based)
 - Off-Site Group Employment **
 - Individual Job
 - Self-employed
 - Unemployed
 - Alternative to Employment (ATE)

If Unemployed (check all that apply)

- Volunteer work
- Looking for job

If ATE, why (check one)

- Retired
- Choice
- Other

Secondary Environment - Employment Status

321 individuals (9.55%) showed a secondary employment status. Of these, 59 (18.38%) received secondary employment services through sheltered employment, 50 (15.58%) through off-site group employment, 69 (21.50%) through individual jobs, none through self-employment and 138 (42.99%) through ATE; the remaining 4 (1.25%) unemployed.

Secondary Environment - Typical Hours Scheduled Weekly for Paid Work

15. Typical hours scheduled weekly for paid work:

248 individuals (7.38%) showed responses to this question. On average, these individuals were scheduled for 4.54 hours of paid work, with the largest proportion of individuals (57.66%) scheduled for 0 to 5 hours.

Secondary Environment - Typical Hours Scheduled Weekly Non-Paid Work

16. Typical hours scheduled weekly non-paid time:

238 individuals (7.08%) had survey responses to this question. On average, these individuals were scheduled for 6.08 hours of non-paid work, with the largest proportion of individuals (47.06%) scheduled for 0 to 5 hours.

Secondary Environment - Hourly Earnings

17. Hourly earnings \$: .

** Off-site Group Employment (e.g., enclave, crew, small business, etc.)

246 individuals (7.32%) showed an hourly earning in a secondary environment. These individuals earned an average of \$3.61 per hour, or \$3.50 per hour if earnings of \$0.00 are excluded. Among those earning higher wages, the largest group (87 or 35.37%) earned \$7.00 to \$8.00 per hour.

❖ **HOW THE EMPLOYMENT OUTCOME DATA IN THIS REPORT WERE GATHERED AND SUMMARIZED**

Employment Outcomes Data

Employment programs using the Employment Outcomes System surveys provide a snapshot of the employment outcomes experienced by their participants on an “Employment Outcomes System” survey form. These survey forms are sent out and returned completed for participants once every six months. Data from these survey forms were used to prepare this report.

The following section of the report summarizes questions 1-13 on the Employment Outcomes System (EOS) reporting form; these items ask about the Primary Environment in which individuals receive services. Primary Environment is defined as the environment in which the individual typically spends the most time each week. Questions 14-17 reflect data for the Secondary Environment (i.e., the environment the individuals spend the second most amount of time following the Primary Environment), and are reported later in this document.

Participating Employment Programs

Data is gathered by the Oregon Department of Human Services, Senior’s and People with Disabilities (SPD); Office of Federal Resource and Financial Eligibility. The data indicate that as of March, 31,2006, there were 82 employment programs providing employment services in Oregon to 3785 individuals.

This report summarizes the employment outcome information for 3362 individuals with disabilities who receive services from 82 employment programs using the Employment Outcomes System (EOS). This report provides information about 89% of all surveyed individuals who receive employment support. The names of the employment programs that provided information for this report are included in Appendix A.

The information in this report provides a snapshot of the employment outcomes experienced by participants as of March 2006.

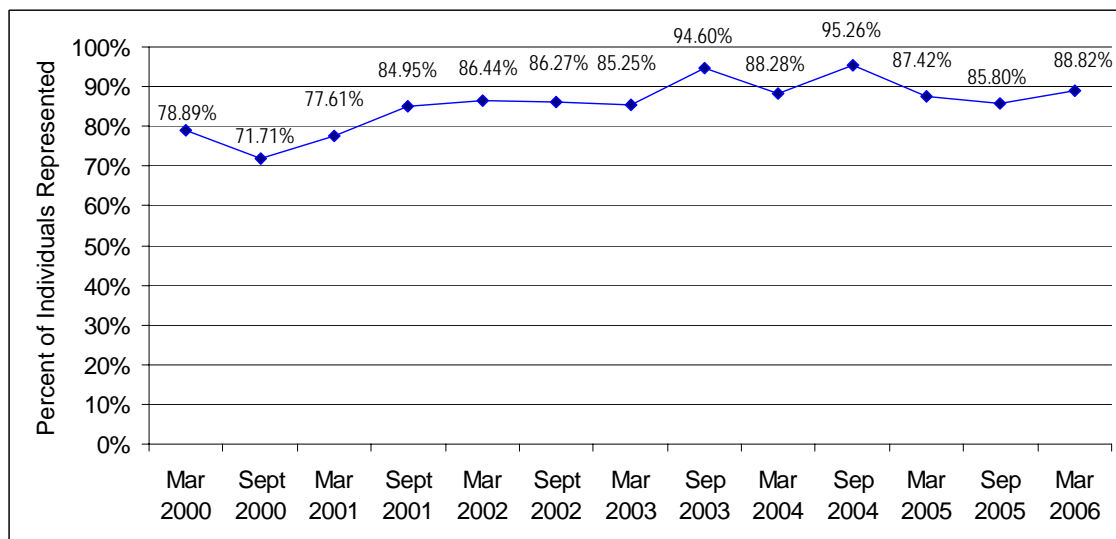
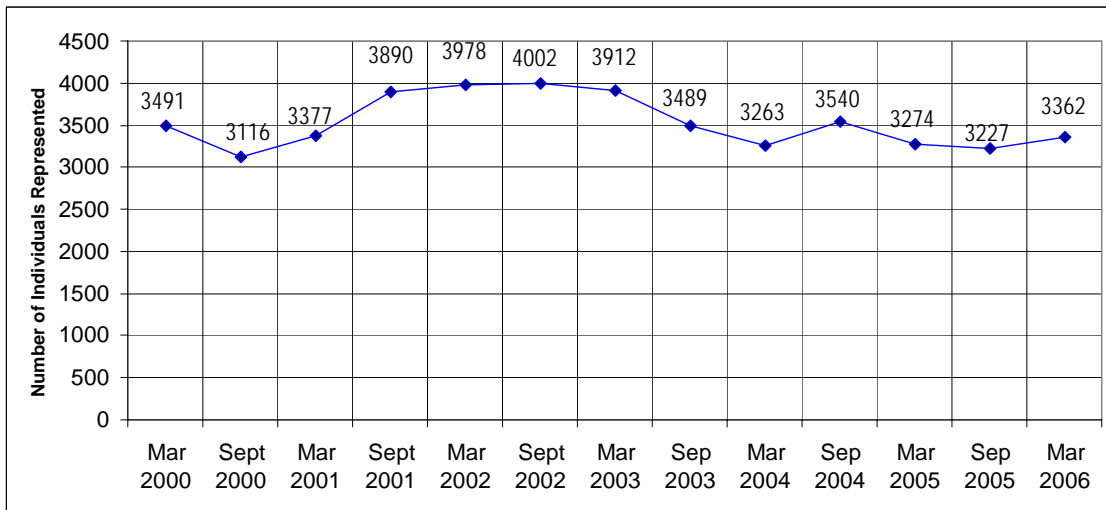
❖ DEGREE TO WHICH PEOPLE WITH DISABILITIES ARE REPRESENTED IN THE DATA

The first graph below shows the proportion of people with disabilities who are receiving employment services and are represented in the Employment Outcome System report.

For example, 77.61% of people with disabilities were represented in the data submitted by employment programs for March 2001, while 88.82% are represented in data submitted for March 2006.

The second graph shows the number of people with disabilities who received employment services and who are represented in the current report and previous reports.

For example, 3377 were represented in the data submitted by employment programs for March 2001, while 3362 people are represented in data submitted for March 2006.



❖ OUTCOMES

Employment Status

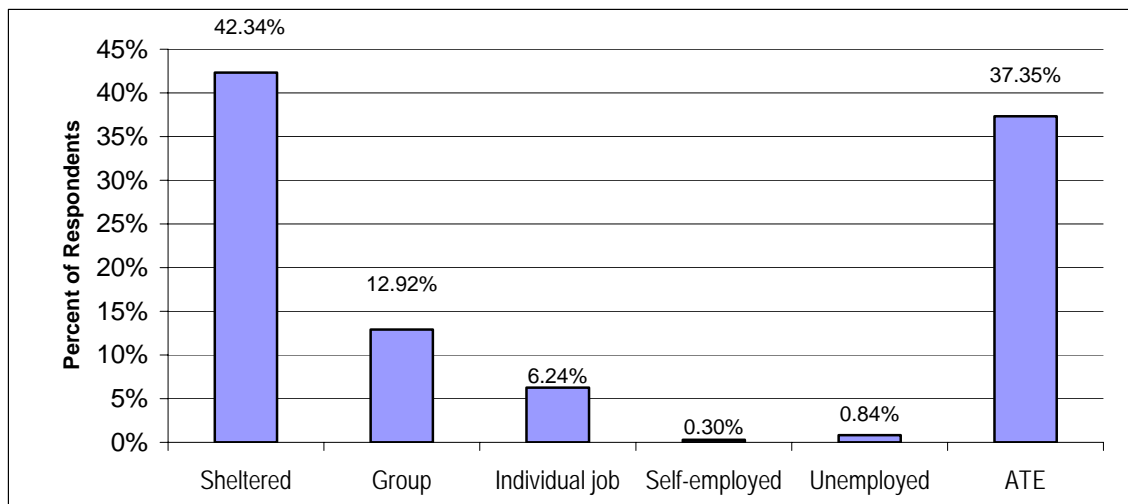
The data in this category is dependant upon employee start date. This category was incomplete on many survey forms. The output is only for individuals where the employee start date was filled in.

The data and graph below illustrate answers to the following:

How many individuals had responses to this question? For the data snapshot taken March 2006; out of the **3,362** surveys returned, there were **2,964** showing a response to the question about employment status.

How many individuals reported receiving employment services through sheltered employment? For the March 2006 data snapshot, **1,255 (42.34%)** were shown as receiving employment services through sheltered employment.

How many individuals received employment services through Alternatives to Employment (ATE)? For the March 2006 snapshot, **1,107 (37.35%)** individuals were shown as receiving Alternatives to Employment services.

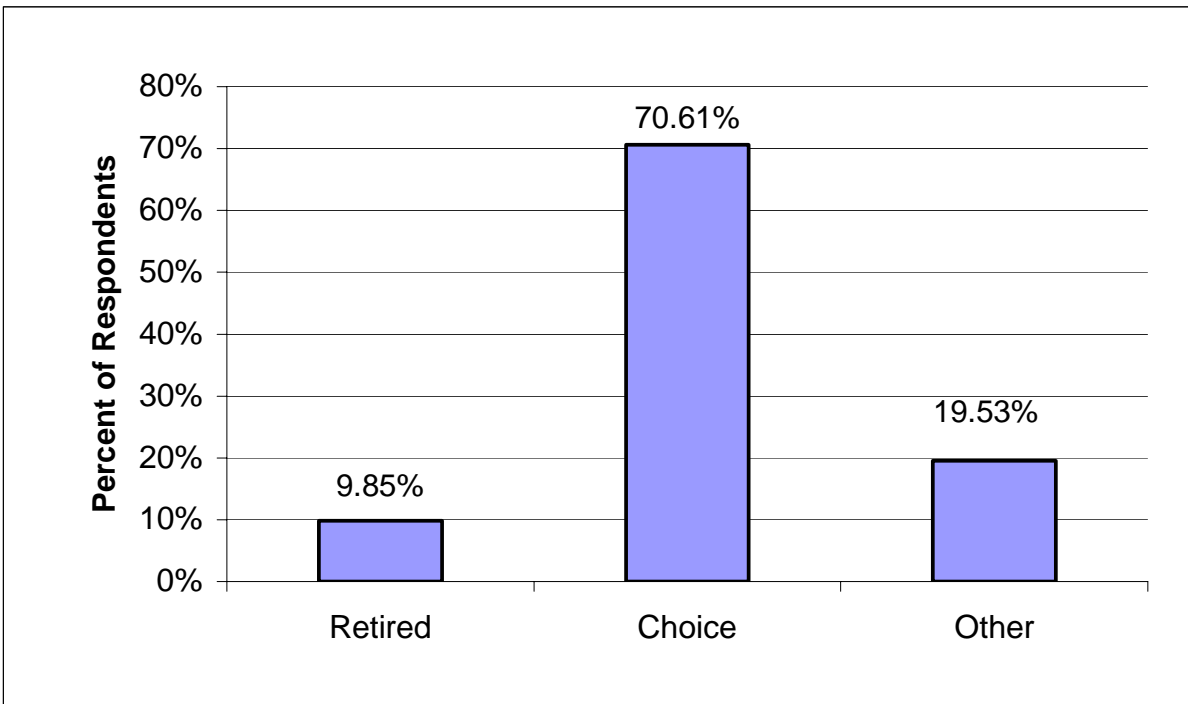


Alternatives to Employment

The data in this category shows less ATE than reasons for ATE because this category was incomplete on many survey forms. However, the data in this category is being filled out with more attention to detail than in past surveys. 1,107 reflect ATE while 1,157 show a reason for ATE. This would indicate that ATE was insufficiently marked as a primary environment.

The data and graph below and on the previous page illustrate the following:

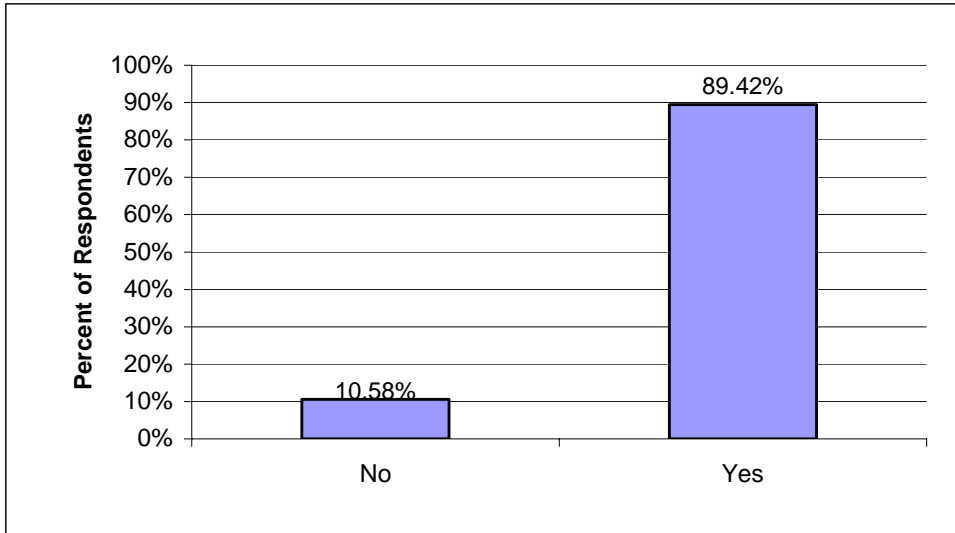
- *How many individuals had responses to this question? 1157*
- *How many individuals reported receiving ATE services as a result of retirement? 114 individuals or (9.85%)*
- *How many individuals reported receiving ATE services as a result of choice? 817 individuals or (70.61%) received ATE services as a result of choice.*



Program Operated Business

The data and graphs below illustrate answers to the following:

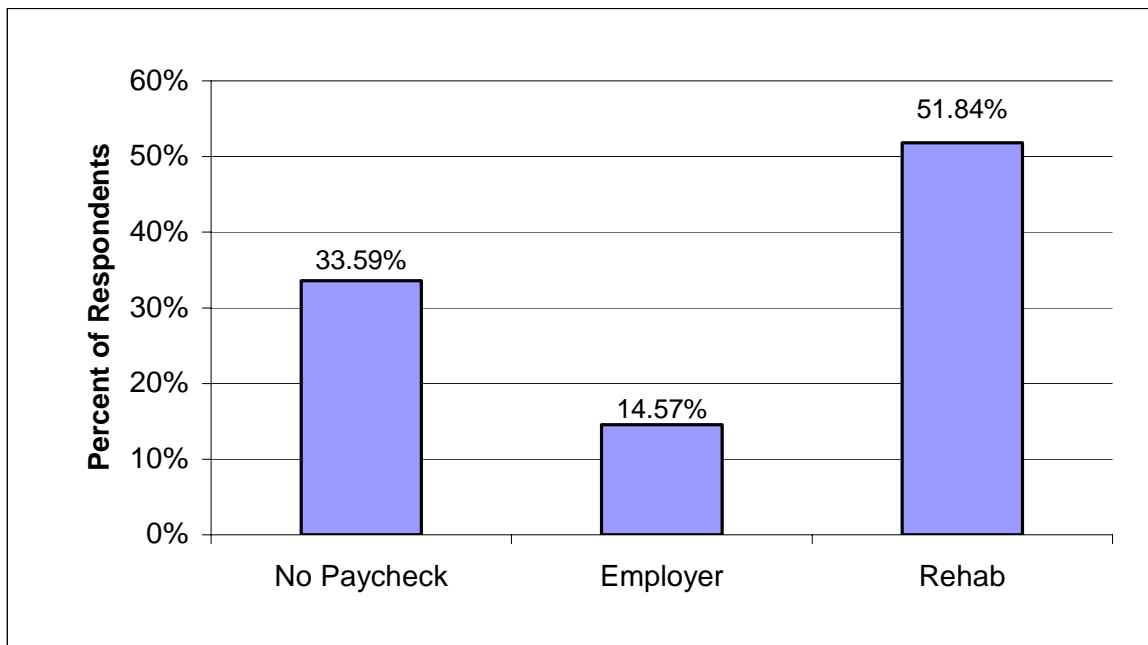
- *How many individuals had responses to this question?* **3362**
- *How many individuals are receiving employment services through a business or ATE operated by the employment service provider?* **2970** individuals or **(88.34%)**



Paycheck Issued By

The data and graph below illustrate answers to the following:

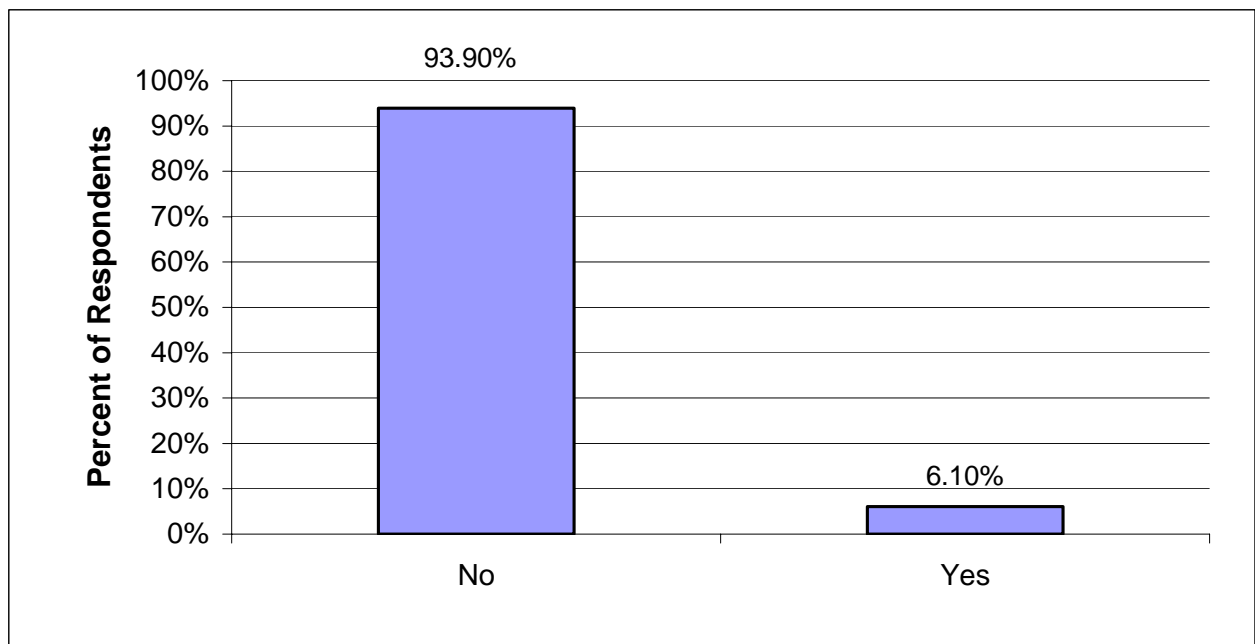
- *How many individuals had responses to this question? **3233***
- *How many individuals reported receiving a paycheck directly from the community employer? **471** individuals or **(14.57%)***
- *How many individuals reported receiving a paycheck from the rehabilitation/support organization? **1676** individuals or **(51.84%)***



New Employer/ATE in Last 6 Months

The graph below illustrate answers to the following:

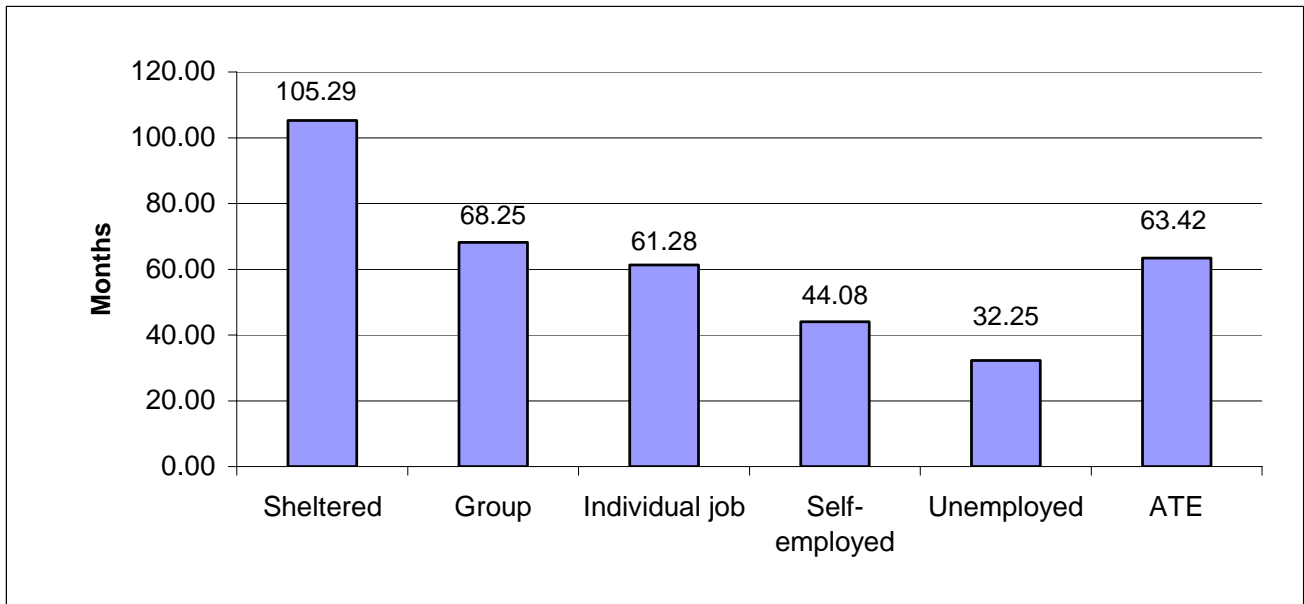
- *How many individuals had responses to this question?* **3362**
- *How many individuals have a new employer or ATE?* **205** or **(6.10%)**



Duration of Employment in Months by Employment Status

The data in this category is dependant upon employee start date. The data and graph below illustrate answers related to the following:

- How many individuals had responses to this question? **2981**
- What was the average duration of employment? **113.68** months or (**9.5** years).
- What was the average duration of employment by employment status? The average duration of employment for individuals in sheltered employment was **105.29** months. For individuals in off-site group employment it was **68.25** months. For individuals in individual jobs it was **61.28** months. For self-employed individuals it was **44.08** months. For individuals in ATE programs it was **63.42** months.



Average Number of Months Employed by Employment Category

Reporting Period	Sheltered	Group	Individual job	Self-employed	Unemployed	ATE
Mar 2001	122.06	101.46	55.31	42.50	29.60	76.78
Sep 2001	118.30	96.02	56.50	37.36	46.07	76.20
Mar 2002	121.17	97.10	60.40	31.91	39.48	77.88
Sep 2002	123.51	99.33	63.00	28.45	95.96	77.97
Mar 2003	124.93	93.53	65.03	48.00	60.23	79.60
Sep 2003	130.49	101.67	63.28	47.30	59.77	87.62
Mar 2004	85.41	79.95	59.80	49.22	44.37	65.94
Sep 2004	135.28	119.70	78.01	46.17	42.12	91.18
Mar 2005	133.85	122.08	78.65	81.83	81.33	92.53
Sep 2005	135.93	111.56	79.57	69.57	68.11	92.24
Mar 2006	105.29	68.25	61.28	44.08	32.25	63.42

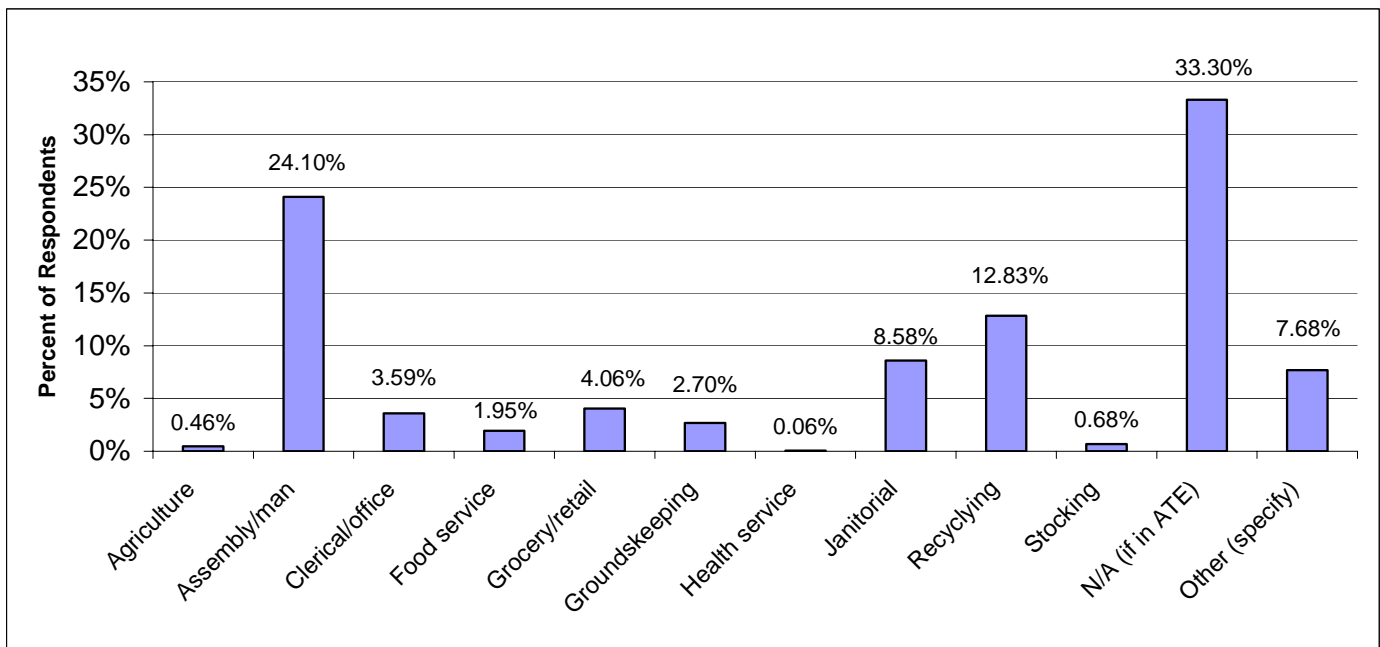
Number of Respondents

Reporting Period	Number of Respondents
Mar 2001	2896
Sep 2001	3435
Mar 2002	3444
Sep 2002	3473
Mar 2003	3384
Sep 2003	3111
Mar 2004	2915
Sep 2004	3139
Mar 2005	2959
Sep 2005	2946
Mar 2006	2981

Type of Work

The data and graph below illustrate answers to the following:

- *How many individuals had responses to this question?* **3228** individuals had responses. Of these, **2153 (66.70%)** reported that they were working in categories other than ATE.
- *What type of work were they engaged in?* **15 (0.46%)** individuals reported employment in agriculture, **778 (24.10%)** in assembly/manufacturing, **116 (3.59%)** in clerical/office, **63 (1.95%)** in food services, **131 (4.06%)** in grocery/retail, **87 (2.70%)** in grounds keeping, **2 (0.06%)** in health/human services, **414 (12.83%)** in recycling/sorting, **277 (8.58%)** in janitorial/housekeeping, **22 (.68%)** in stocking, and **248 (7.68%)** in some other type of work.

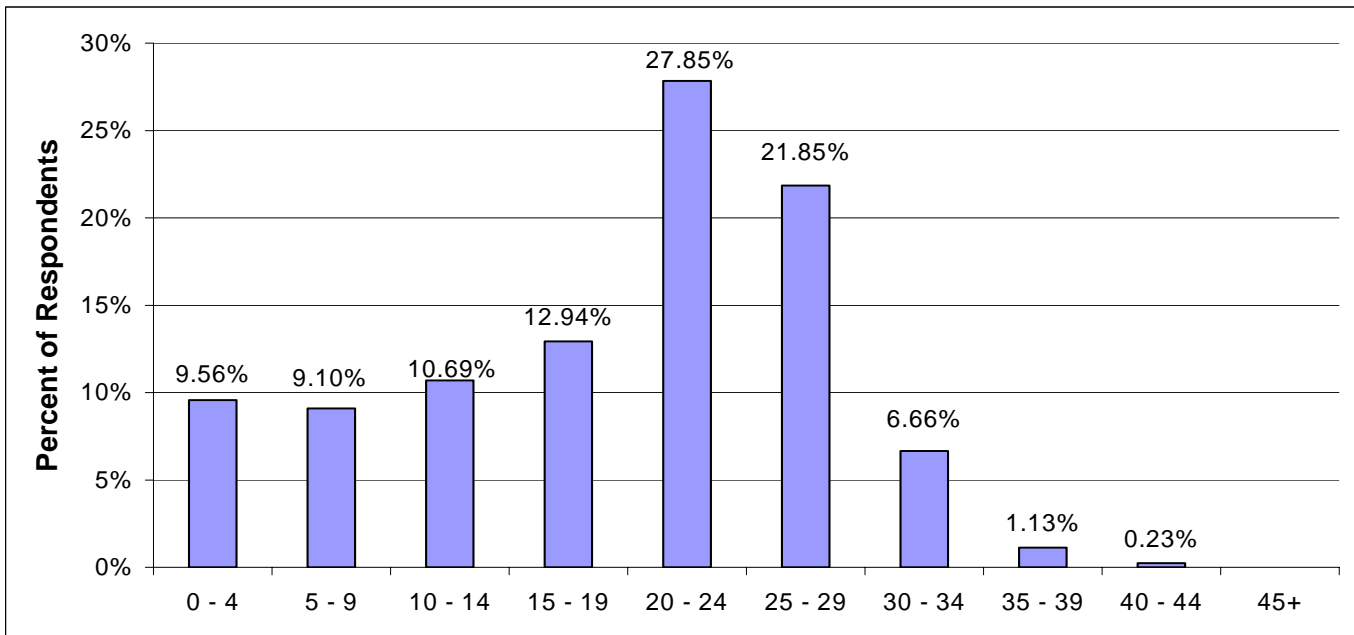


Typical Hours Scheduled Weekly for Paid Work

The data and graph below illustrate the pattern of scheduled hours worked across respondents.

- How many individuals had responses to this question? **2133**
- How many hours of paid work were they typically scheduled for? On average, **18.01** hours per week.

The following data are reported in terms of 5-hour increments of time.
 Thus, 0-4 = 0 to 4 hours and 59 minutes per week
 5-9 = 5 hours to 9 hours and 59 minutes, and so on



Number of Respondents

Reporting Period	Total	0 - 4	5 - 9	10 - 14	15 - 19	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45+
Mar 2001	2,952	517	248	281	309	686	671	149	31	60	
Sep 2001	3,457	638	275	282	312	805	820	219	55	51	
Mar 2002	3,535	743	246	261	320	815	853	210	35	52	
Sep 2002	3,570	821	240	282	321	810	904	150	24	17	1
Mar 2003	3,560	1,008	277	288	332	749	745	111	37	12	1
Sep 2003	3,081	950	205	221	285	577	662	141	25	4	11
Mar 2004	2,882	964	205	203	275	463	647	90	28	4	3
Sep 2004	2,699	613	235	269	281	490	629	151	22	8	1
Mar 2005	2,539	626	176	181	271	624	513	128	17	3	0
Sep 2005	2,533	670	227	200	237	603	431	130	32	2	1
Mar 2006	2,133	204	194	228	276	594	466	142	24	5	

With 0 Values Included

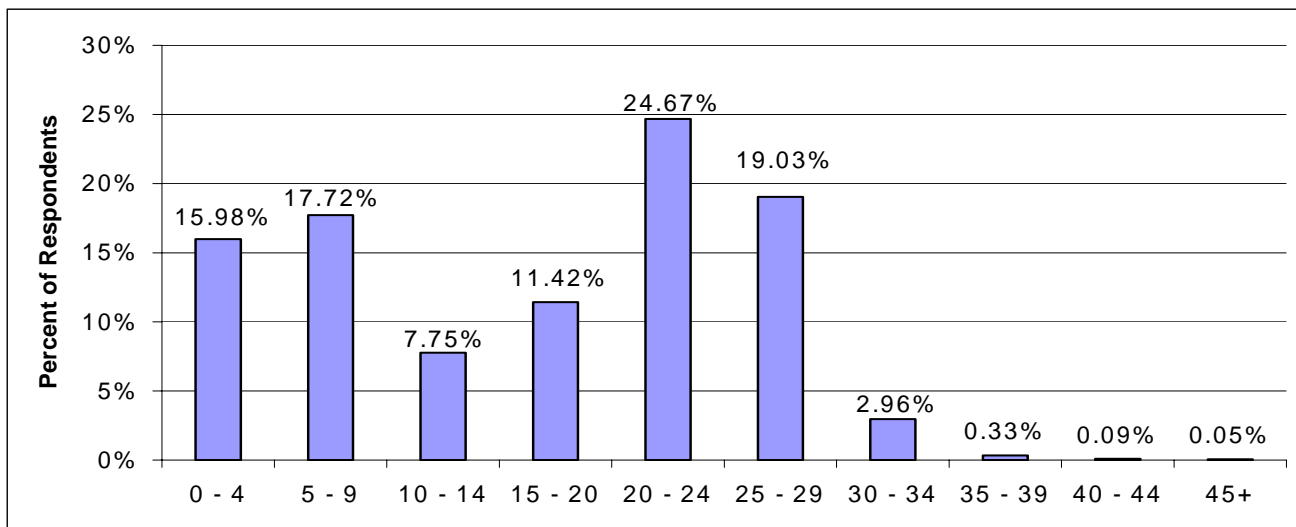
Reporting Period	Avg. Hours Worked
Mar 2001	16.84
Sep 2001	16.99
Mar 2002	16.54
Sep 2002	15.83
Mar 2003	14.27
Sep 2003	14.18
Mar 2004	13.40
Sep 2004	15.37
Mar 2005	15.24
Sep 2005	14.50
Mar 2006	18.01

Typical Hours Scheduled Non-Paid Time

The data and graph below illustrate the pattern of hours scheduled for non-paid time across respondents.

- How many individuals had responses? **2128**
- How many hours were typically scheduled for non-paid time? On average **15.15** hours were scheduled for non-paid time. This figure includes individuals reporting -0- hours of non-paid time.

The following data are reported in terms of 5-hour increments of time. Thus, 0-4 = 0 to 4 hours and 59 minutes per week, 5-9 = 5 hours to 9 hours and 59 minutes, and so on.



Number of Respondents

Reporting Period	Total	0 - 4	5 - 9	10 - 14	15 - 20	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45+
Mar 2001	2680	1259	407	201	241	329	221	21		1	
Sep 2001	3405	1843	429	183	244	375	275	44	12		
Mar 2002	3364	1617	528	208	207	392	362	48	2		
Sep 2002	3502	1807	394	238	217	463	333	49			1
Mar 2003	3375	1569	425	218	257	490	355	56	4	1	
Sep 2003	3023	1263	393	240	236	517	309	53	2	1	9
Mar 2004	2935	1225	332	203	245	521	349	51	2	7	
Sep 2004	2853	977	366	234	222	597	378	79	0	0	0
Mar 2005	2575	912	322	170	216	508	382	62	1	1	1
Sep 2005	2776	948	411	191	211	607	342	57	6	1	2
Mar 2006	2128	340	377	165	243	525	405	63	7	2	1

With 0 Values Included

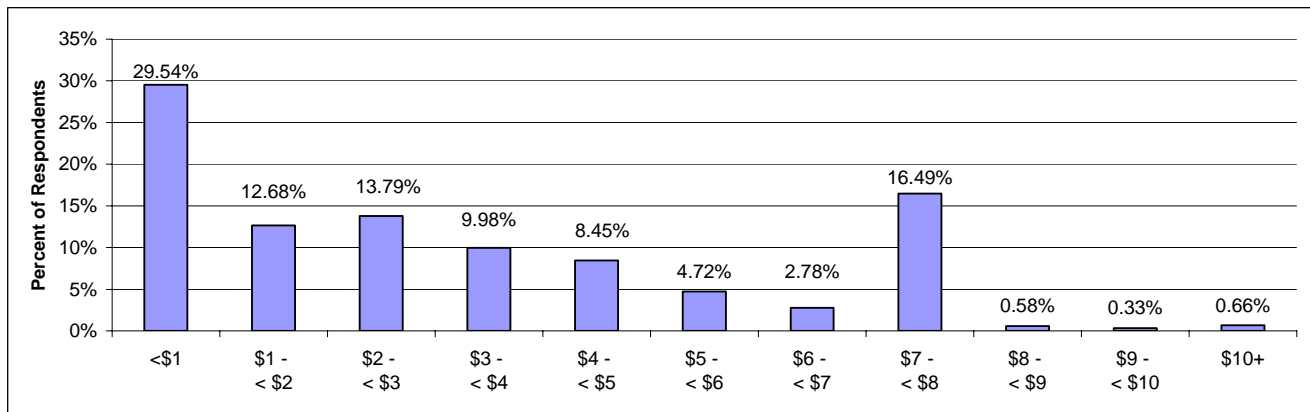
Reporting Period	Avg. NonPaid Hours
Mar 2001	8.52
Sep 2001	7.73
Mar 2002	8.54
Sep 2002	8.45
Mar 2003	9.33
Sep 2003	10.21
Mar 2004	10.48
Sep 2004	11.78
Mar 2005	11.84
Sep 2005	11.58
Mar 2006	15.15

Hourly Earnings (Primary Environment)

The data and graph below illustrate the pattern of hourly earnings across respondents.

- How many individuals had responses? **2414**
- What was their average hourly earning? **\$3.73** per hour when reported earnings of \$0.00 are excluded.

The following data are presented in terms of \$1.00 increments. Thus, <\$1 = \$0.00 to \$0.99 per hour, \$1 - \$2 means \$1.00 to \$1.99, and so on.



Number of Respondents

Reporting Period	Total	<\$1	\$1 - <\$2	\$2 - <\$3	\$3 - <\$4	\$4 - <\$5	\$5 - <\$6	\$6 - <\$7	\$7 - <\$8	\$8 - <\$9	\$9 - <\$10	\$10+
Mar 2002	3459	1182	503	400	321	233	156	494	134	19	12	5
Sep 2002	3483	1165	533	401	349	217	156	521	100	21	15	5
Mar 2003	3313	1089	503	397	318	221	128	498	107	31	11	10
Sep 2003	2906	1183	390	323	228	164	99	392	88	19	6	14
Mar 2004	2770	1157	395	303	216	175	98	63	337	11	7	8
Sep 2004	2513	655	417	370	269	188	100	79	408	16	1	10
Mar 2005	2358	705	382	336	224	151	100	63	370	14	2	11
Sep 2005	2367	713	340	312	232	172	103	79	383	15	6	12
Mar 2006	2414	713	306	333	241	204	114	67	398	14	8	16

Average Earnings (\$0.00 values included)

Reporting Period	Avg. Hourly Earnings
Mar 2002	\$2.76
Sep 2002	\$2.74
Mar 2003	\$2.83
Sep 2003	\$2.54
Mar 2004	\$2.42
Sep 2004	\$3.07
Mar 2005	\$2.94
Sep 2005	\$3.05
Mar 2006	\$3.16

Average Earnings (\$0.00 values excluded)

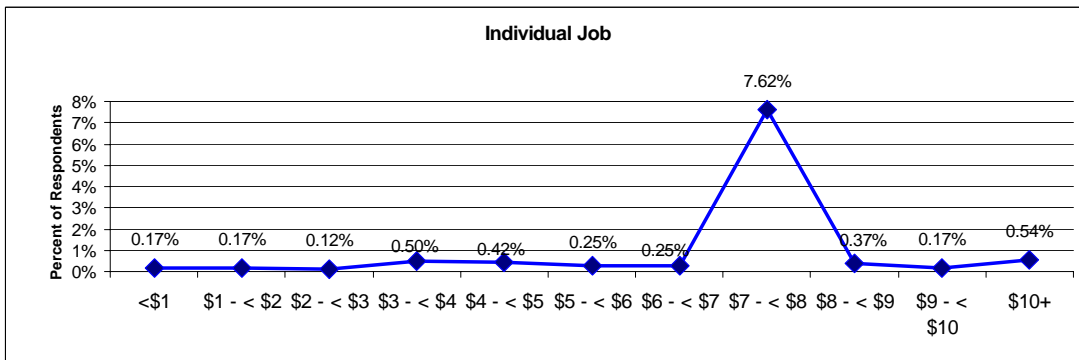
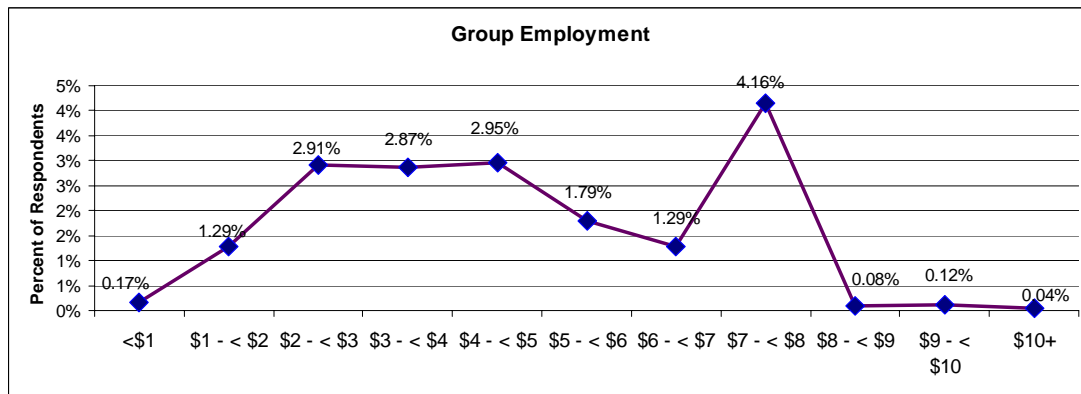
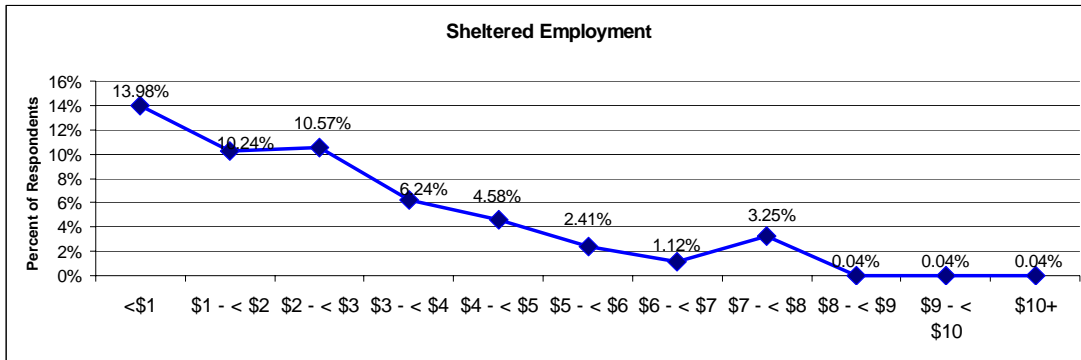
Reporting Period	Avg. Hourly Earnings
Mar 2002	\$3.29
Sep 2002	\$3.34
Mar 2003	\$3.54
Sep 2003	\$3.39
Mar 2004	\$3.29
Sep 2004	\$3.47
Mar 2005	\$3.50
Sep 2005	\$3.68
Mar 2006	\$3.73

Hourly Earnings - Sheltered Employment, Group Employment, and Individual Jobs

The graphs below illustrate patterns of earnings in sheltered employment, off-site group employment, and individual jobs across ranges of earnings.

- What was the average hourly earning of individuals in sheltered employment? **\$2.58**
- What was the average hourly earning of individuals in off-site group employment? **\$4.73**
- What was the average hourly earning of individuals in individual jobs? **\$7.20**

The following data are presented in terms of \$1.00 increments. Thus, <\$1 = \$0.00 to \$0.99 per hour, \$1 - \$2 = \$1.00 to \$1.99, and so on.

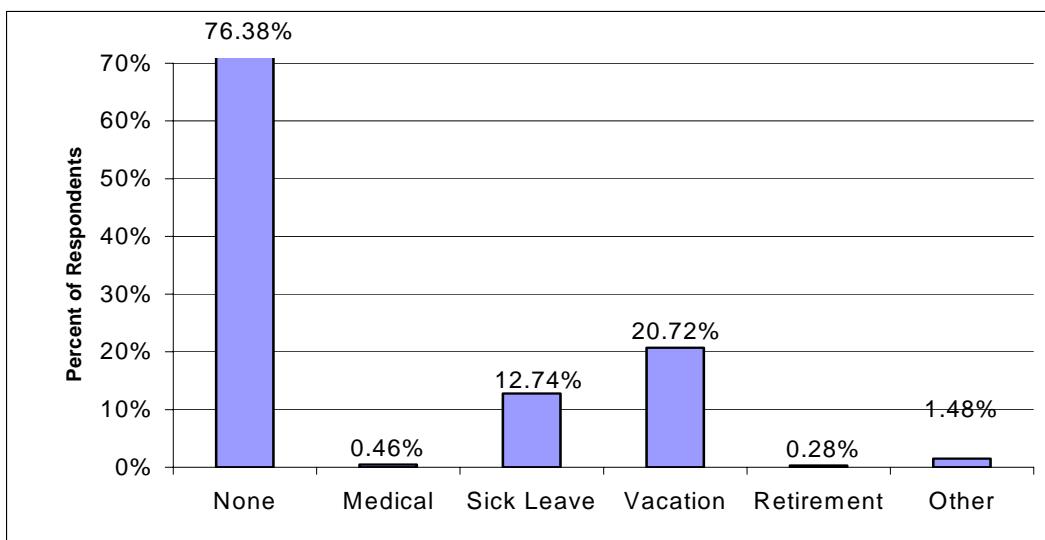


Benefits Received

The data and graph below illustrate answers to the following questions:

- *How many individuals had responses to this question?* **3234**
- *What types of fringe benefits are individuals receiving?* **2470 (76.38%)** individuals received no fringe benefits, **136 (4.46%)** received medical, **412 (12.74%)** received paid sick leave, **670 (20.72%)** received a paid vacation or holidays, **9 (.28%)** received retirement benefits, and **48 (1.48%)** reported receiving some other benefits.

Percentages sum too more than 100% because some individuals receive more than one type of fringe benefit.



Number of Respondents

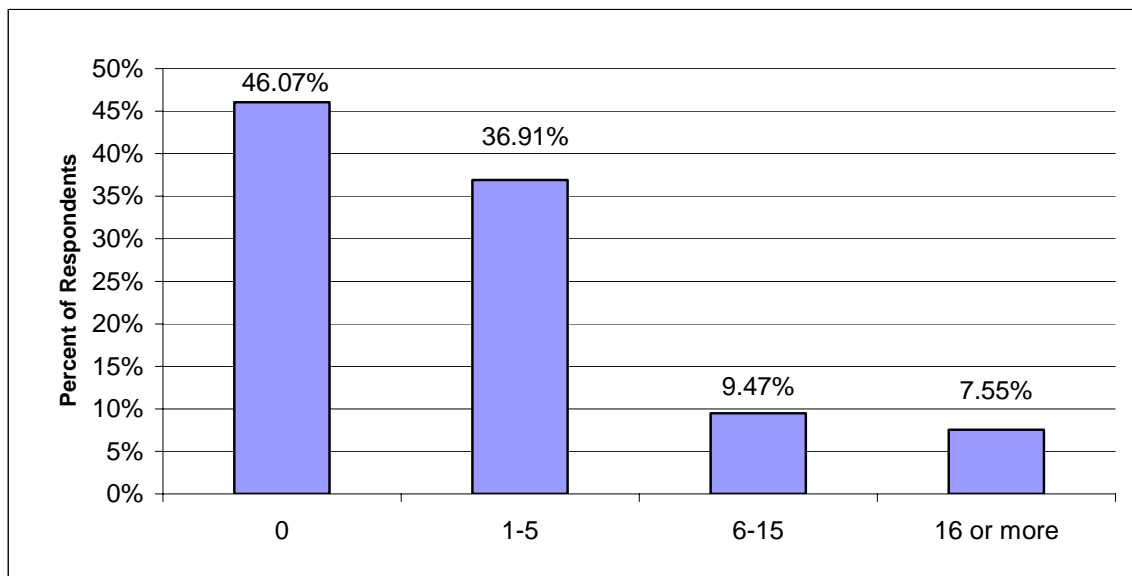
Reporting Period	Total*	None	Medical	Sick Leave	Vacation	Retirement	Other
Mar 2001	3377	1974	62	818	1190	98	256
Sep 2001	3890	2342	86	958	1335	90	208
Mar 2002	3978	2465	104	986	1216	96	150
Sep 2002	4002	2516	94	924	1189	15	99
Mar 2003	3912	2629	86	729	1087	15	88
Sep 2003	3489	2372	39	667	992	12	61
Mar 2004	3263	2301	13	462	852	6	59
Sep 2004	3540	2545	19	505	805	14	57
Mar 2005	3274	2444	15	369	674	5	70
Sep 2005	3227	2544	13	375	591	5	54
Mar 2006	3234	2470	15	412	670	9	48

* Benefits for reporting periods sum to more than total because some individuals receive more than one type of benefit.

Individuals without Disabilities in the Immediate Environment

The data and graph below illustrate answers to the following questions:

- *How many individuals had responses to this question?* **3284**
- *How many other individuals in the immediate environment do not have a disability?* **1513 (46.07%)** individuals reported being in environments where there were no (0) individuals without disabilities, **1212 (36.91%)** in environments with 1-5 other individuals without disabilities, **311 (9.47%)** in environments with 6-15 other individuals without disabilities, and **248 (7.55%)** in environments with 16 or more other individuals without disabilities.



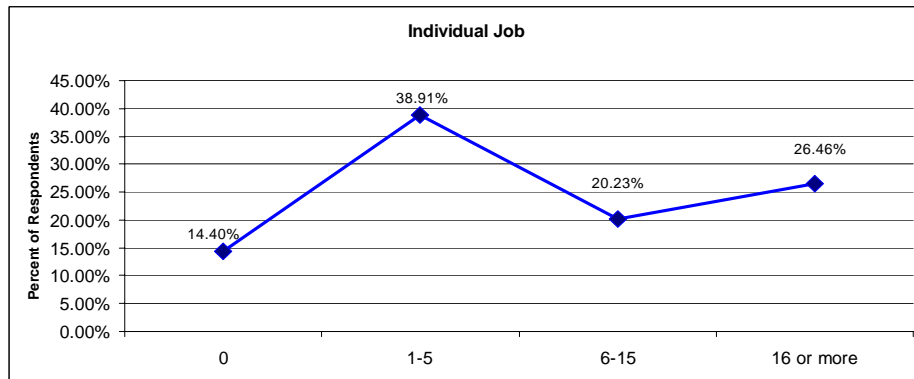
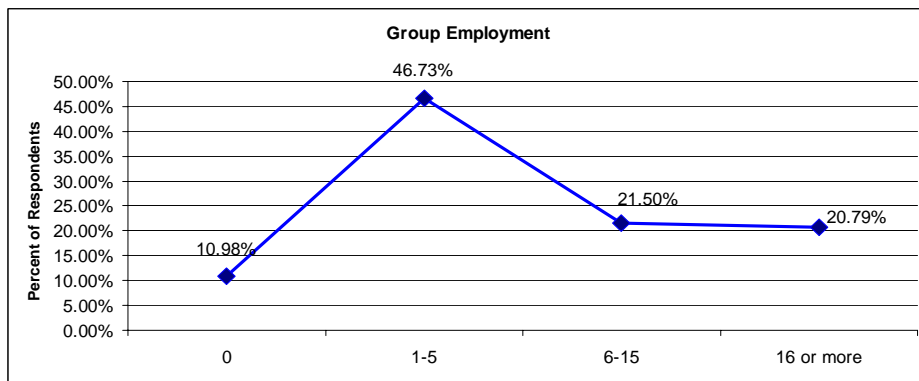
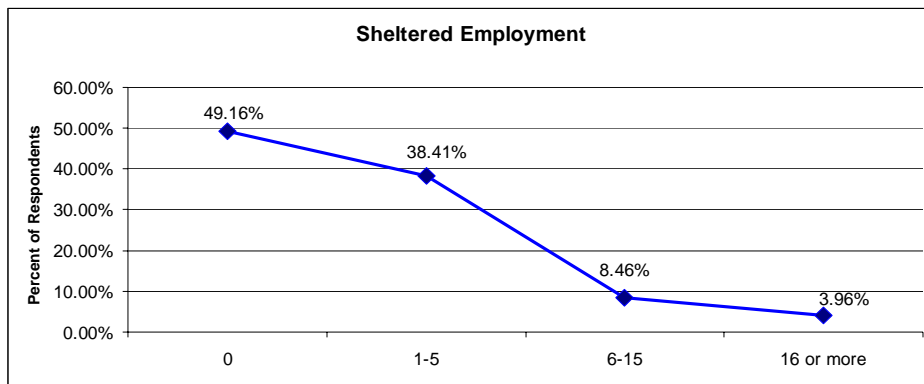
Number of Respondents

Reporting Period	Total	0	1-5	6-15	16 or more
Sep 2003	3,429	1,386	1,334	434	276
Mar 2004	3,202	1,494	1,189	267	252
Sep 2004	3,456	1,472	1,329	357	298
Mar 2005	3,195	1,463	1,222	276	234
Sep 2005	3,169	1,533	1,139	273	224
Mar 2006	3,284	1,513	1,212	311	248

Individuals without Disabilities in the Immediate Environment - Sheltered Employment, Group Employment, and Individual Jobs

The graphs below illustrate patterns related to integration with individuals without disabilities.

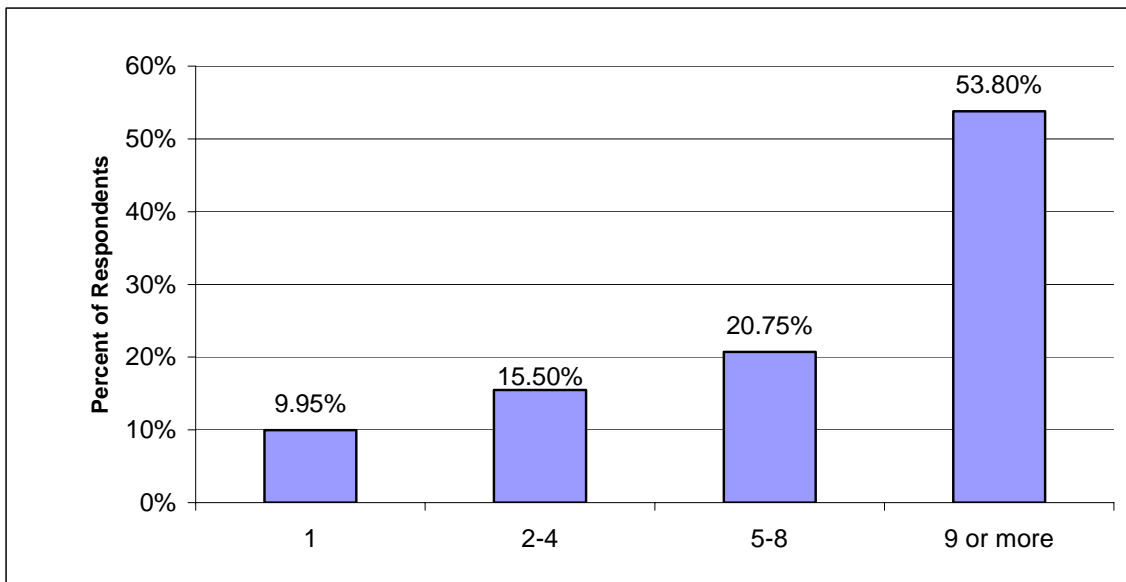
- How many others in the immediate environment of individuals in sheltered employment do not have a disability? **87.58%** reported 5 or fewer.
- How many others in the immediate environment of individuals in group employment do not have a disability? **57.71%** reported 5 or fewer.
- How many others in the immediate environment of individuals in individual jobs do not have a disability? **53.31%** reported 6 or more.



Individuals with Disabilities in the Immediate Environment

The data and graphs below illustrate answers\ to the following questions:

- *How many individuals had responses to this question?* **3277**
- *How many other individuals in the immediate environment have a disability?* **326** individuals (**9.95%**) were in environments where they were the only individual with a disability, **508 (15.50%)** were in environments where there were 2-4 other individuals with disabilities, **680 (20.75%)** were in environments where there were 5-8 other individuals with disabilities, and **1763 (53.80%)** were in environments with 9 or more other individuals with disabilities.



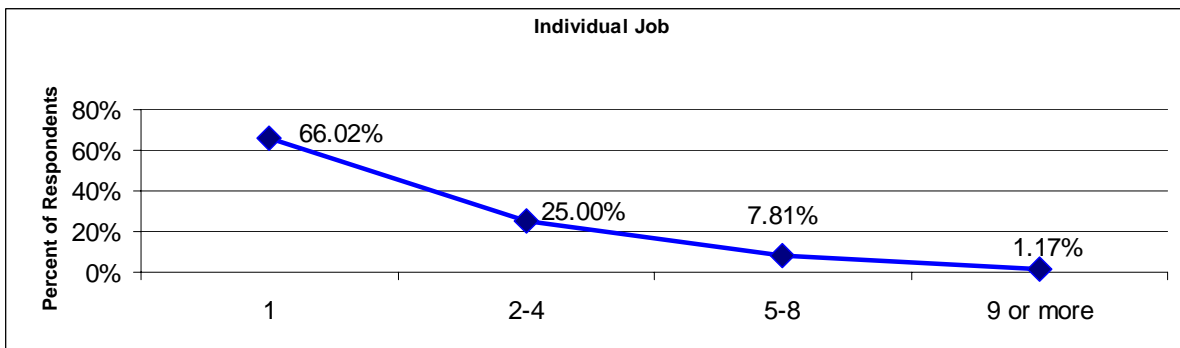
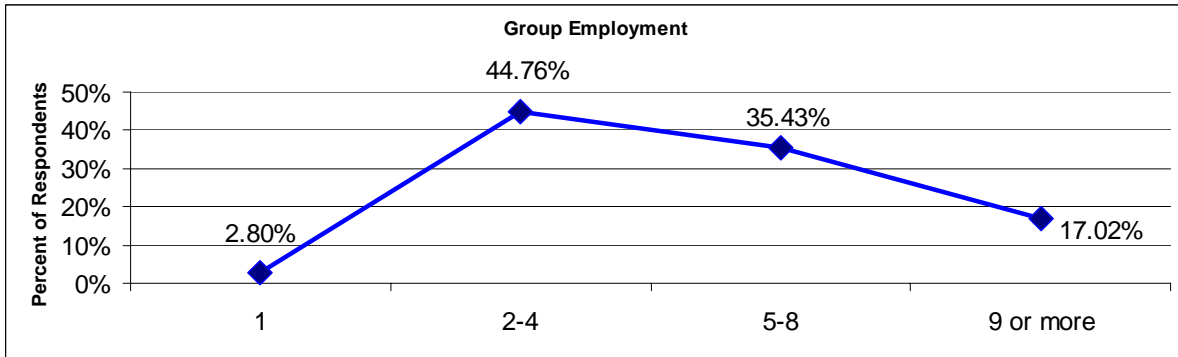
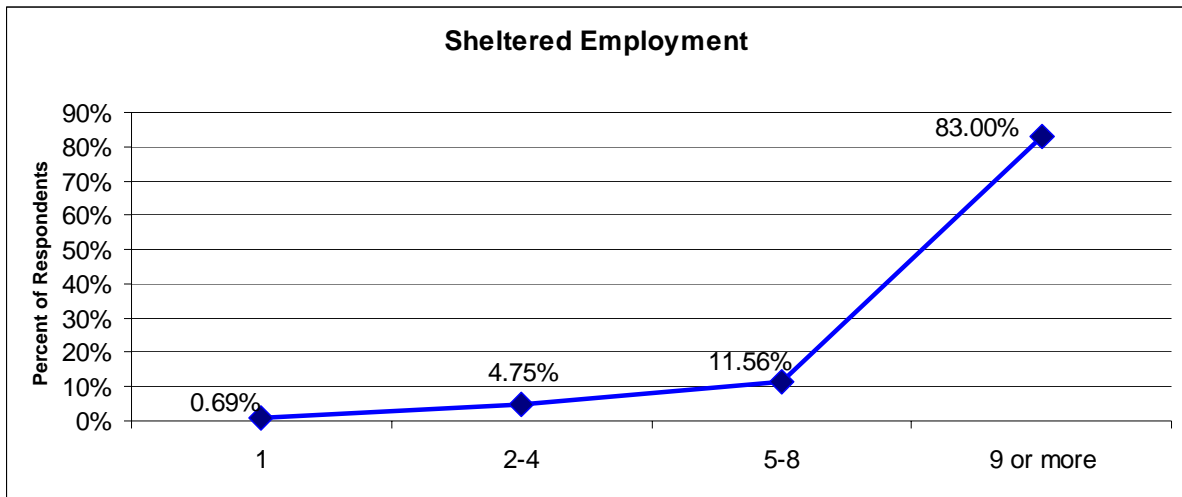
Number of Respondents

Reporting Period	Total	1	2-4	5-8	9 or more
Mar 2002	3,893	429	614	796	2,054
Sep 2002	3,898	409	611	833	2,045
Mar 2003	3,841	361	706	748	2,026
Sep 2003	3,426	310	593	714	1,810
Mar 2004	3,208	311	528	716	1,653
Sep 2004	3,444	350	610	752	1,732
Mar 2005	3,182	265	515	697	1,705
Sep 2005	3,172	304	518	746	1,604
Mar 2006	3,277	326	508	680	1,763

Individuals with Disabilities in the Immediate Environment - Sheltered Employment, Group Employment, and Individual Jobs

The graphs below illustrate answers to the following questions:

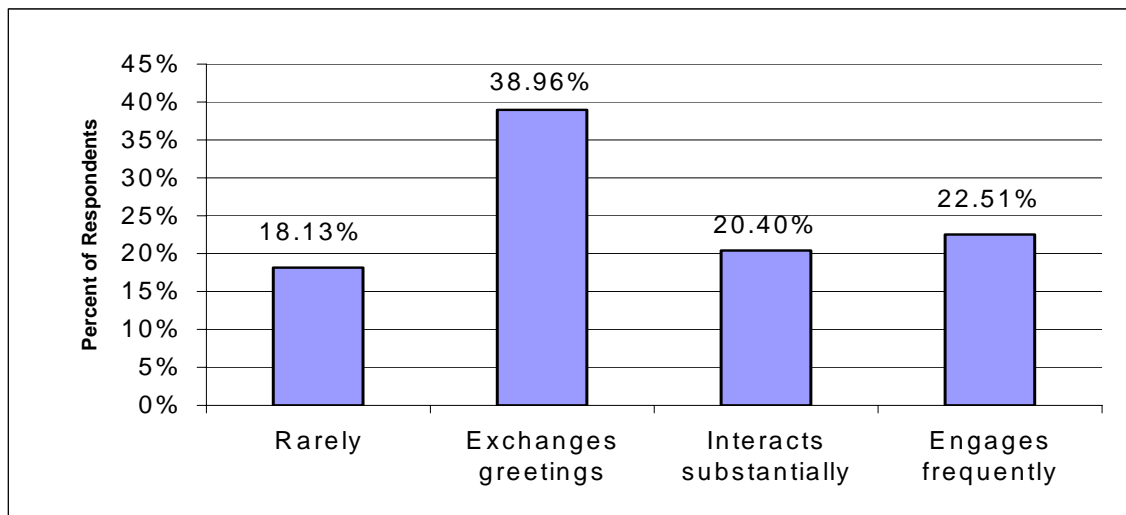
- *How many others in the immediate environment of individuals in sheltered employment have a disability?* **83.00%** in environments with **9** or more.
- *How many others in the immediate environment of individuals in group employment have a disability?* **35.43%** in environments with **5** to **8** other individuals with disabilities.
- *How many others in the immediate environment of individuals in individual jobs have a disability?* **66.02%** in environments in which they were the only individual with a disability.



Social Interactions with People *without* Disabilities

The data and graph below illustrate answers to the following questions:

- *How many individuals had responses to this question?* **3265**
- *How extensive are social interactions between individuals with disabilities and those without disabilities (excluding paid staff)?* **592 (18.13%)** interact rarely, if ever with individuals without disabilities, **1272 (38.96%)** exchange greetings or brief interactions, **666 (20.40%)** interact substantially, and **735 (22.51%)** engage in conversation frequently and on an ongoing basis.



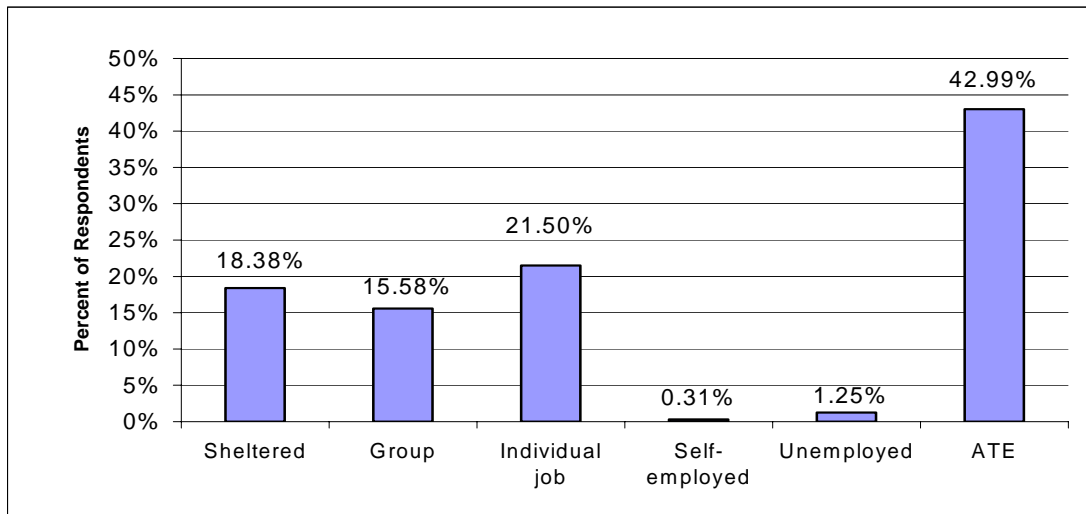
Number of Respondents

Reporting Period	Total	Rarely	Exchanges greetings	Interacts substantially	Engages frequently
Mar 2001	3,308	649	1,386	651	622
Sep 2001	3,810	744	1,608	753	705
Mar 2002	3,880	825	1,508	869	678
Sep 2002	3,884	754	1,515	765	850
Mar 2003	3,809	687	1,647	740	735
Sep 2003	3,308	634	1,413	667	594
Mar 2004	3,118	605	1,287	627	599
Sep 2004	3,445	612	1,410	729	694
Mar 2005	3,185	622	1,296	626	641
Sep 2005	3,156	643	1,259	586	668
Mar 2006	3,265	592	1,272	666	735

Secondary Environment: Employment Status

The data and graph below illustrate answers to the following questions:

- *How many individuals had responses to this question? 321 or (9.55%).*
- *Of the total reporting a secondary employment status, how many received employment services through sheltered employment? 59 or (18.38%) indicated that they were receiving employment services through sheltered employment in a secondary environment.*
- *Of the total reporting a secondary employment status, how many received employment services through Alternatives to Employment (ATE)? 138 (42.99%) individuals indicated that they receive Alternatives to Employment services in a secondary environment.*



Number of Respondents

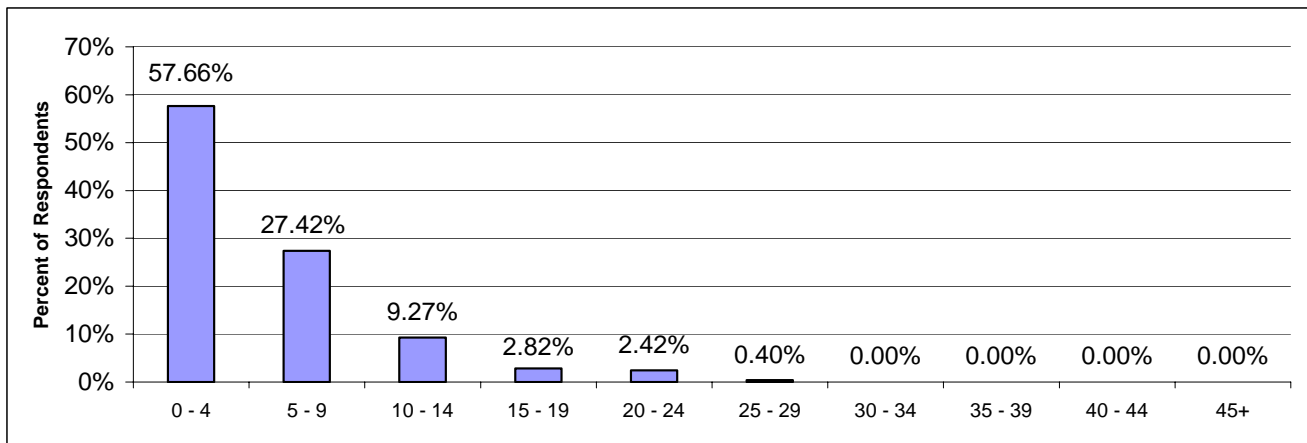
Reporting Period	Total	Sheltered	Group	Individual job	Self-employed	Unemployed	ATE
Mar 2001	487	98	92	104	5	16	172
Sep 2001	520	123	96	110	4	18	169
Mar 2002	495	122	80	108	4	19	162
Sep 2002	530	114	88	100	1	18	209
Mar 2003	597	143	107	109	2	11	225
Sep 2003	439	103	58	77		12	189
Mar 2004	420	118	64	84	1	8	145
Sep 2004	466	101	84	80	5	15	181
Mar 2005	417	94	50	73	3	10	187
Sep 2005	392	96	50	57		12	177
Mar 2006	321	59	50	69	1	4	138

Secondary Environment: Typical Hours Scheduled Weekly for Paid Work

The data and graph below illustrate the pattern of hours scheduled weekly for paid work across respondents:

- How many individuals had responses to this question? **248**
- How many hours are typically scheduled weekly for paid work in the secondary environment? On average, **4.54** paid hours per week in the secondary environment.

The following data are reported in terms of 5-hour increments of time. Thus, 0-4 = 0 to 4 hours and 59 minutes per week, 5-9 = 5 hours to 9 hours and 59 minutes, and so on.



Number of Respondents

Reporting Period	Total	0 - 4	5 - 9	10 - 14	15 - 19	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45+
Mar 2001	420	215	105	64	20	12	2	2			
Sep 2001	496	274	112	70	22	15	1	2			
Mar 2002	431	239	114	48	19	10		1			
Sep 2002	476	266	103	47	25	32	1	2			
Mar 2003	510	302	134	46	13	11	1	3			
Sep 2003	395	245	83	37	14	12	4				
Mar 2004	566	416	83	38	7	11	9	1			1
Sep 2004	335	170	98	35	16	10	6				
Mar 2005	321	183	70	36	18	12	1				1
Sep 2005	320	184	82	23	16	10	2	1			2
Mar 2006	248	143	68	23	7	6	1				

With 0 values included

Average Hours Worked

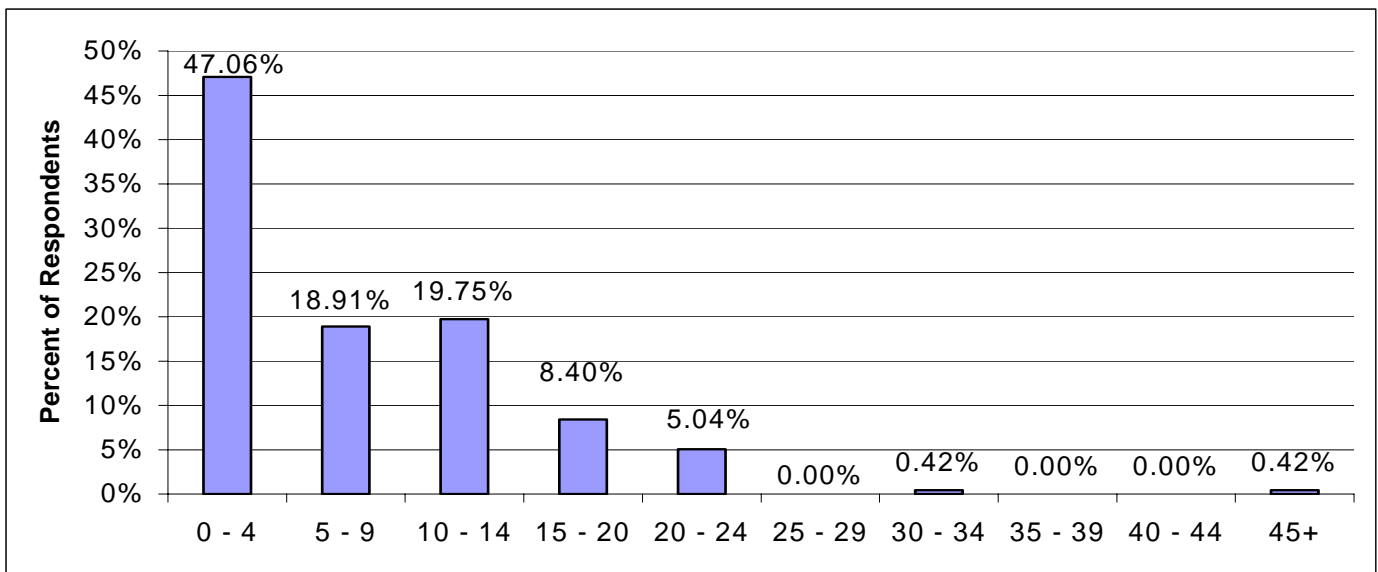
Reporting Period	Avg. Paid Hours
Mar 2001	5.40
Sep 2001	5.00
Mar 2002	4.82
Sep 2002	5.44
Mar 2003	4.37
Sep 2003	4.47
Mar 2004	3.30
Sep 2004	5.60
Mar 2005	5.09
Sep 2005	5.04
Mar 2006	4.54

Secondary Environment: Typical Hours Scheduled Weekly for Non-Paid Time

The data and graph below illustrate the patterns of hours scheduled weekly for non-paid work across respondents.

- How many individuals had responses to this question? **238**.
- How many hours are typically scheduled for non-paid work in the secondary environment? On average, individuals are scheduled for **7.08** hours per week in the secondary environment.

The following data are reported in terms of 5-hour increments of time. Thus, 0-4 = 0 to 4 hours and 59 minutes per week, 5-9 = 5 hours to 9 hours and 59 minutes, and so on.



Number of Respondents

Reporting Period	Total	0 - 4	5 - 9	10 - 14	15 - 20	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45+
Mar 2001	379	195	66	44	37	32	5				
Sep 2001	449	242	69	64	45	26	3				
Mar 2002	384	184	68	67	36	29					
Sep 2002	424	208	78	64	30	35	9				
Mar 2003	496	259	72	64	40	56	4	1			
Sep 2003	364	166	67	60	36	34		1			
Mar 2004	529	342	53	51	44	34	4	1			
Sep 2004	344	121	72	66	49	29	5				2
Mar 2005	319	95	73	66	40	41	3				1
Sep 2005	303	103	74	58	28	33	5	1			1
Mar 2006	238	112	45	47	20	12		1			1

With 0 values included

Average Non-Paid Time

Reporting Period	Avg. Non-Paid Hours
Mar 2001	9.00
Sep 2001	7.68
Mar 2002	7.26
Sep 2002	7.51
Mar 2003	7.82
Sep 2003	10.00
Mar 2004	9.10
Sep 2004	10.57
Mar 2005	9.37
Sep 2005	8.48
Mar 2006	6.08

Secondary Environment: Hourly Earnings

The data and graphs below illustrate the pattern of hourly earnings across respondents:

- *How many individuals had responses to this question?* **246**.
- *What were the average hourly earnings of those who reported one?* On average, individuals earned **\$3.50** per hour (when reported earnings of **\$0.00** are excluded).

The following data are presented in terms of \$1.00 increments. Thus, <\$1 = \$0.00 to \$0.99 per hour, \$1 - \$2 = \$1.00 to \$1.99, and so on.

Number of Respondents

Reporting Period	Total	<\$1	\$1 - < \$2	\$2 - < \$3	\$3 - < \$4	\$4 - < \$5	\$5 - < \$6	\$6 - < \$7	\$7 - < \$8	\$8 - < \$9	\$9 - < \$10	\$10+
Mar 2001	386	120	63	32	28	13	20	90	17	3		
Sep 2001	445	163	47	40	31	21	14	118	8	2		1
Mar 2002	390	127	42	36	29	29	15	97	9	4	1	1
Sep 2002	452	180	40	44	31	29	17	90	13	2	2	4
Mar 2003	495	203	21	46	44	26	20	120	4	8	1	2
Sep 2003	399	167	35	30	24	18	16	93	12	2		2
Mar 2004	694	474	33	15	26	21	17	9	93	2	2	2
Sep 2004	316	58	34	22	22	22	14	12	123	4	2	3
Mar 2005	292	88	27	25	16	15	12	11	90	2	1	5
Sep 2005	294	109	26	21	20	16	9	6	85		1	1
Mar 2006	246	91	14	18	14	11	7	3	87		1	

Average Earnings (\$0.00 values included)

Reporting Period	Avg. Hourly Earnings
Mar 2001	\$3.06
Sep 2001	\$2.93
Mar 2002	\$3.14
Sep 2002	\$2.80
Mar 2003	\$2.99
Sep 2003	\$2.93
Mar 2004	\$1.67
Sep 2004	\$4.40
Mar 2005	\$3.75
Sep 2005	\$3.25
Mar 2006	\$3.61

Average Earnings (\$0.00 values excluded)

Reporting Period	Avg. Hourly Earnings
Mar 2001	\$4.02
Sep 2001	\$4.16
Mar 2002	\$4.44
Sep 2002	\$4.39
Mar 2003	\$4.66
Sep 2003	\$4.44
Mar 2004	\$4.54
Sep 2004	\$4.86
Mar 2005	\$4.03
Sep 2005	\$3.38
Mar 2006	\$3.50

APPENDIX A

LIST OF PROGRAMS THAT PROVIDED DATA FOR THIS REPORT

List of Programs providing data for this report, March 2006.

Program_Name	City
ACCESS UNLIMITED, INC.	BROOKINGS
ALTERNATIVE SVCS-OREGON, INC.	LAKE OSWEGO
ALTERNATIVE WORK CONCEPTS	EUGENE
ARC OF WASHINGTON COUNTY	ALOHA
BENCO, INC.	CORVALLIS
C.O.R.I.L.	BEND
CCI ENTERPRISES, INC.	MILWAUKIE
CENTER ENTERPRISES, INC.	ALBANY
COAST REHAB. SERVICES/COASTAL	WARRENTON
COLUMBIA GORGE CENTER	HOOD RIVER
COMMUNITY ACCESS SERVICES II, INC.	BEAVERTON
COMMUNITY SERVICES, INC.	HILLSBORO
COMMUNITY VISION, INC.	PORTLAND
COOS-CURRY TRANS HS/CURRY CO	GOLD BEACH
COOS-CURRY-COOS	COOS BAY
DANFORTH & ASSOCIATES, INC.	PORTLAND
DANVILLE SERVICES OF OREGON, LLC	PORTLAND
DEPAUL INDUSTRIES	PORTLAND
DUNGARVIN OREGON, INC.	PORTLAND
EASTCO DIVERSIFIED SERVICES	GRESHAM
EDWARDS CENTER INC	ALOHA
GARTEN SERVICES INC	SALEM
GOODWILL INDUSTRIES OF COLUMBIA-WILLAMETTE	PORTLAND
GOODWILL INDUSTRIES/LANE	EUGENE
GREENLEAF INDUSTRIES	GRANTS PASS
HORIZON PROJECT INC	MILTON-FREEWATE
INTEGRATION & INDEPENDENCE	PORTLAND
LANE COMMUNITY COLLEGE	EUGENE
LIVING OPPORTUNITIES INC	MEDFORD
LUTHERAN COMMUNITY SERVICES	PORTLAND
MARIE MILLS CENTER INC	TILLAMOOK
MCKENZIE PERSONNEL SYSTEMS	EUGENE
MID-VALLEY REHABILITATION	AMITY
MT ANGEL TRAINING CENTER	MT. ANGEL
NATIONAL MENTOR SERVICES LLC	PORTLAND
NEW DAY ENTERPRISES	LAGRANDE
O.T.A.C.	SALEM
OPPORTUNITY FOUNDATION CENTRAL OR	REDMOND
OREGON EMPLOYMENT SERVICES	PORTLAND
OREGON SUPPORTED LIVING PROG	EUGENE
PAM'S CLEAN MACHINE	GRESHAM
PARENTS FOR ALTERNATE SUPT SOLUTIONS	CLACKAMAS

PARTNERSHIPS IN COMMUNITY LIVING INC	MONMOUTH
PATHWAY ENTERPRISES INC	ASHLAND
PEARL BUCK CENTER INC	EUGENE
PORT CITY DEVELOPMENT CTR	PORTLAND
PORTLAND HABILITATION	PORTLAND
PORTLAND PARKS & RECREATION	PORTLAND
RAINBOW ADULT LIVING	PORTLAND
REACH INC	KLAMATH FALLS
RENEW CONSULTING & BUSINESS SERVICES	SALEM
RESIDENTIAL ASSISTANCE PROGRAM	BEND
RISE INC	SALEM
RIVERSIDE TRAINING CTR INC	ST. HELENS
ROCKWEST TRAINING CO	SALEM
S.C.V.P.	LAKE OSWEGO
SERP ENTERPRISES INC	PORTLAND
SHANGRI-LA CORP	SALEM
SOUTH LANE MAINTENANCE	VENETA
SOUTHERN OREGON GOODWILL	MEDFORD
SPARC ENTERPRISES	GRANTS PASS
SPRUCE UP ENTERPRISES	SALEM
SPRUCE VILLA	SALEM
STAR OF HOPE	COOS BAY
STATE OPERATED COMMUNITY PROG	SALEM
STEP FORWARD, INC.	BAKER CITY
SUNNY OAKS INC	SALEM
SUNRISE ENTERPRISES	ROSEBURG
SUPPORTED EMPLOYMENT SERVICES	EUGENE
TUALATIN VALLEY WORKSHOP	HILLSBORO
UMPQUA HOMES - HANDICAPPED	ROSEBURG
UNITED CEREBRAL PALSY	PORTLAND
WALSH & ASSOCIATES	SPOKANE
WESTERN IDAHO TRAINING CO. INC	ONTARIO
WORK UNLIMITED INC	CORVALLIS

APPENDIX B

EMPLOYMENT OUTCOMES SYSTEM FORM

PLEASE PRINT NEATLY!
 FOLLOW EXAMPLES:
 0 1 2 3 4 5 6 7 8 9
 A B C D E F G H I J K L M
 N O P Q R S T U V W X Y Z

NAME																				
CMHP#																				
PROVIDER#																				
CPMS CASE#																				
PROGRAM NAME																				
ID																				
SERVICE SITE (City)																				

PRIMARY ENVIRONMENT

- Primary Environment (check one)
 - Sheltered Employment (facility-based)
 - Off-Site Group Employment **
 - Individual Job
 - Self-employed
 - Unemployed
 - Alternative to Employment (ATE)
 - If Unemployed (check all that apply)
 - Volunteer work
 - Looking for job
 - Retired
 - Choice
 - Other
- Program operated business/ATE?
 - Yes
 - No
- paycheck issued by:
 - No paycheck
 - Employer
 - Rehab./support organization (including program operated business)
- New employer /ATE in last 6 months
 - Yes
 - No
- Start date for current or new employer/ATE:

MM	/	DD	/	YY
	/		/	
- Type of work performed (check one)
 - Agriculture
 - Assembly/manufacturing
 - Clerical/office
 - Food service
 - Grocery/retail
 - Groundskeeping
 - Health/human service
 - Janitorial/housekeeping/laundry
 - Recycling/sorting
 - Stocking/warehouse
 - N/A (if Unemployed or ATE)
 - Other
- Typical hours scheduled weekly for paid work:

--	--
- Typical hours scheduled weekly non-paid time:

--	--
- Hourly earnings \$

--	--	--	--

SECONDARY ENVIRONMENT

- If there is a second environment please complete
- Secondary Environment (check one)
 - Sheltered Employment (facility-based)
 - Off-Site Group Employment **
 - Individual Job
 - Self-employed
 - Unemployed
 - Alternative to Employment (ATE)
 - If Unemployed (check all that apply)
 - Volunteer work
 - Looking for job
 - Retired
 - Choice
 - Other
 - Typical hours scheduled weekly for paid work:

--	--
 - Typical hours scheduled weekly non-paid time:

--	--
 - Hourly earnings \$:

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** Off-site Group Employment (e.g., enclave, crew, small business, etc.)

APPENDIX C

EMPLOYMENT OUTCOMES SYSTEM FORM FOR INPUT VARIABLE DEFINITIONS AND INSTRUCTIONS FOR VERSION 3.0 (02/15/1999)

The following labels and definitions apply to the **EMPLOYMENT OUTCOMES SYSTEM** (EOS) collection form.

NAME The name of the individual for whom you are reporting EOS data (i.e., First, Middle, Last). Print the name of the individual **all** in upper case (e.g., FRANK R. SMITH) excluding all punctuation marks (e.g., periods “.” or comas “,”).

CMHP#, PROVIDER#, CPMS CASE#

CMHP# In Oregon the CMHP# refers to either the “Community Mental Health Program” number, or the “County Mental Health Program” number. Generally, a CMHP# will coincide with a county (e.g., the number “31” refers to Union County in Oregon). This number is assigned by Senior’s and People with Disabilities (SPD), Office of Federal Reporting and Financial Eligibility. If you are in doubt about your CMHP#, contact SPD. When filling in the form, **use a leading zero when necessary**. For example, record “01,” rather than “1.”

PROVIDER# “Provider” refers to a unit of an agency, or the agency itself, that provides services (in this case, employment or alternative to employment services). This number is also assigned by SPD. When filling in the form, **use leading zeros when necessary**. For example, record “009,” rather than “9.”

Prime # or CPMS CASE# “CPMS Case” number refers to a unique identification number assigned to a person receiving services (e.g., Bernard). When filling in the form, **use leading zeros when necessary**. For example, record “000697,” rather than “697.”

You can find the CMHP# and PROVIDER# on the provider’s Financial Offset Report. Each individual will have a unique Prime# or CASE#.

PROGRAM NAME

The name of the employment service provider. Print the name of the employment service provider **all** in upper case (e.g., WONDER BAKERY, INC.) which can be found on the Provider Financial Statement.

PROGRAM LOCATION (CITY)

Location of employment service provider (i.e., the city). Print the **city name** of the employment service provider all in upper case (e.g., BAKER CITY).

QUESTIONS 1-13 are designed to reflect the individual's Primary Environment – i.e., the environment in which the individual spends the greatest amount of time during the week.

For example, some individuals spend the largest part of their week in a sheltered employment setting but also work with a mobile work crew or in an individual job for a few hours each week. For these individuals, report the Sheltered Employment setting in questions 1-13, and the second job under Secondary Environment,

QUESTIONS 14-17. Alternatively, an individual who works 17 hours per week in an individual job but then returns to the sheltered workshop for 5 hours should be reported with the individual job in the primary environment, and the sheltered employment as the secondary environment. Simply visiting a different location (e.g., an ATE participant who goes to the coffee shop for a glass of juice each day) should not be reported as a secondary environment.

1. Primary Environment

This question refers to, in general, the type of employment opportunity represented by this environment. Fill in the bubble that corresponds to the one option that most closely reflects the individual's situation.

Sheltered Employment (facility-based)—a work-oriented program, usually operated in a site owned or leased by the community rehabilitation program, in which a group of individuals with disabilities work and receive support services.

Off-site Group Employment—include **ENCLAVES** (small groups of no more than 2 to 8 individuals who work together in the same immediate work area or department in a regular community business) or **CREWS** (small groups of no more than 2-8 individuals that work together in more than one business. Stationary crews may work for a few months in one business before moving to another)

Individual Job—an individual placed in a job in a regular community business (not operated by a community rehabilitation provider) and there are no other persons with disabilities in the immediate work area. In addition, typically the job “belongs”

to one individual—i.e., it is not filled by a variety of individuals, based on the decision of the support provider/rehabilitation organization.

Self-Employed—an individual who owns and operates his own business, out of his or her home or a community location.

Unemployed—an individual who is not currently working and is **not** attending the sheltered work shop or an Alternatives to Employment program

Alternative to Employment (ATE)—a program service for individuals whose age or condition precludes employment situations. The overall purpose of employment and alternatives to employment is to provide services that promote individual’s opportunities for integration, independence, and productivity and which are based on individual needs.

If the response is Unemployed, then complete the box that says “If Unemployed”—

Volunteer work— Fill in this bubble if the unemployed individual who is doing volunteer work during this period of unemployment. Volunteer work is unpaid work usually performed for a not-for-profit, educational institution, or association –NOT including the community rehabilitation program. They may be doing volunteer work, for example, to build skills, add to their resume, contribute to the community or be active during the unemployment period. IF THE INDIVIDUAL HAS RETURNED TO THE SHELTERED WORKSHOP DURING THE PERIOD OF UNEMPLOYMENT, please mark Sheltered Workshop (see above) rather than Unemployed.

Looking for a job— Fill in this bubble ONLY if the unemployed individual is spending most of their time in an active job search and/or is not being served through the community rehabilitation program in another way. For example, the individual may be staying at home when not involved in the job search. If the individual is being served through the sheltered workshop (or another of the Primary Environment options) during this time as well, please fill in the bubble for that option rather than for Unemployed.

If the response is Alternative to Employment (ATE), indicate in the “If ATE” box for what reason the individual is receiving ATE services:

Retired— Fill in this bubble ONLY if the individual is age 56 or older and has opted for a non-vocationally oriented retirement program.

Choice— Fill in this bubble only if the individual (perhaps with the support of others such as the ISP team) has actively selected ATE instead of work as their

service of choice. If the person is age 56 or older, please indicate, “Retired” rather than “Choice”.

Other— Fill in this bubble if the person is receiving Alternative to Employment service for a reason other than retirement due to age or choice. For example, a person who has been identified by a physician and the ISP team as medically fragile and unable to work would be recorded as “Other”.

2. PROGRAM OPERATED BUSINESS

This question refers to who operates (i.e., employment service provider or another entity independent of the program) the employment that the individual is involved in. Fill in the bubble that corresponds to the one option that most closely reflects the individual’s situation.

3. PAYCHECK ISSUED BY

This question is interested in who issues the paycheck to the individual.

“No paycheck” --- if no paycheck is earned through this program

“Employer” --- if the paycheck is issued *directly* by the employer (NOT the community rehabilitation organization)

“Rehab./support” — if the employer that issues the paycheck is the community rehabilitation organization. This may occur, for example, if the rehabilitation organization has a contract with one or more businesses and pays the workers (e.g., as in mobile work crews) or if the rehabilitation organization is directly operating the business in which the individual is working

Fill in the bubble that corresponds to the **one** option that most closely reflects the individual’s situation.

4. NEW EMPLOYER / ATE IN THE LAST 6 MONTHS

Has the individual has taken a position with a new employer or location in the last 6 months. If the individual has moved from one job to another **within** the community rehabilitation program and if that job change would mean a change in the primary environment listed (since the last reporting period), then mark “Yes.” E.g., this would apply if the individual moved from the sheltered workshop to a mobile work crew. However, if the person simply moved to a different mobile work crew, or to a different department in the sheltered workshop, then indicate “No.”

For individuals working in community jobs, changing to a totally new employer or moving to a new job with the same employer when the new job means working in a different location would be marked “Yes.” If the individual has received a promotion or an adjustment in job duties, then you should mark “No.”

Fill in the bubble that corresponds to the **one** option that most closely reflects the individual's situation.

5. START DATE FOR CURRENT OR NEW EMPLOYER / ATE

Person's start date with their current or new employer / ATE. **This item must be recorded EVERY reporting period, whether or not the individual is in a new job.**

Fill in the date in Month / Day / Year format (e.g., December 24, 1999 = 12/24/99).

6. TYPE OF WORK PERFORMED

What type of work is the individual is engaged in (*not* the type of business the company is in).

Fill in the bubble that corresponds to the **one** option that most closely reflects the individual's situation. If the individual performs several different types of duties as part of their employment, select the one which the individual spends the most time doing.

7. TYPICAL HOURS SCHEDULED WEEKLY FOR PAID WORK

"Typical" week (the number of hours scheduled that involves paid work). Use a "typical" week, because we do not want to skew the data with absences due to vacations, illnesses, etc., or with unusually high periods of work. Therefore, select a week you believe is typical for the individual and report that number of hours. If your organization has an internal information system that reports the number of paid hours per week or per month, you may use that to calculate an average number to report in this block.

Fill in the hours scheduled (e.g., 15). Write neatly in block letters. If the individual is typically scheduled for less than whole hour (i.e., 10.5 hours), use this **rounding** rule:

0.1 hours to 0.5 hours => round down to the next whole number (e.g., 0). For example, 10.5 hours would be entered as 10 hours.

0.6 hours to 1.0 hours ==> round up to the next whole number (e.g., 1) For example, 10.75 hours would be entered as 11 hours.

8. TYPICAL HOURS SCHEDULED NON-PAID TIME

Non-Paid typical number of hours scheduled for non-paid time. Because we would assume that most individuals have time set aside for lunch, do not include lunchtime in this figure. Determine this figure, for example, based on hours in which the individual would be working if work were available the individual is able to perform. Thus, if an individual is in your program from 9 am until 4 PM with lunch from 11:30-12:30, he potentially could be scheduled to work for 6 hours per day (30 hours per week). If he is scheduled for a class that meets for 3 hours each week, goes on a community outing for 4

hours and scheduled for downtime due to insufficient appropriate work for 15 hours, then enter 22 hours as hours scheduled for non-paid time.

See item 7 above for rounding rules.

9. HOURLY EARNINGS

Actual amount the individual receives on the average for an hour of work. For example, if the individual is on a special wage certificate allowing sub-minimum wages, and is paid based on productivity enter the actual hourly earnings (e.g., \$2.23) rather than the commensurate wage (e.g., \$6.69) on which that wage is based. If the individual is paid piece rate, you will need to translate that into how much the individual earns per hour. The simplest method to calculate hourly earnings for any individual would be to take total earnings divided by the number of hours worked. This formula will yield the \$\$ per hour earned.

10. BENEFITS RECEIVED

What, if any benefits are received by the individual as a function of their employment opportunity. Fill in the corresponding bubble for each of the benefits that are received. If the individual receives benefits that are not listed, fill in the bubble for Other.

11. NUMBER OF INDIVIDUALS WITHOUT DISABILITIES IN THE IMMEDIATE ENVIRONMENT

Number of individuals without disabilities who are *not* paid to provide support to the individual but who are in the same environment for a substantial part of the time. Do not count people without disabilities who move through the area briefly or by chance. Only include those individuals without disabilities who stay in the environment for at least a period of time, and are regularly in the environment. Fill in the bubble for the one item that best reflects the number of individuals without disabilities in the immediate environment.

12. NUMBER OF INDIVIDUALS WITH DISABILITIES IN THE IMMEDIATE ENVIRONMENT

Number of individuals with disabilities (including this individual) who work in the same environment. Include any individuals with disabilities whose services are funded through the Developmental Disability Services, Office of Federal Reporting and Financial Eligibility. Fill one bubble for the one item that best reflects the number of individuals with disabilities in the immediate environment.

13. SOCIAL INTEGRATION

How *socially* integrated is the individual in their employment opportunity. Your response should *not* reflect what is possible in this environment, but rather, what is actually occurring. Consider interactions with coworkers or others who are not paid employees of the community rehabilitation program. You also may consider interactions with individuals such as customers, visitors, or others who might briefly be in the individual's area. Fill in the bubble for the one item that *best* reflects the nature of social

interactions with people other than paid staff. If the individual acknowledges the presence of others (through, for example, smiling, waving, or making a noise), you may select the choice “Exchanges greetings or brief interactions.” That choice does not require individuals to have intelligible speech or sign language.

The following two questions ask about a secondary environment. If the individual is employed or supported in more than one environment, answer the following questions related to the situation in which the individual spends the next greatest amount of time.

14. EMPLOYMENT STATUS

In general, what type of employment opportunity is represented by the second environment. Select the one option that mostly closely reflects the individual’s situation. See the definitions for question #1, above.

15. TYPICAL HOURS SCHEDULED WEEKLY FOR PAID WORK

Typical number of paid hours scheduled during the week for work in the secondary environment. See item 7 above for further definition and entry rules.

16. TYPICAL HOURS SCHEDULED WEEKLY NON-PAID TIME

Typical number of Non-paid hours scheduled during the week for work in the secondary environment. See item 8 above for further definition and entry rules.

17. HOURLY EARNINGS

The amount the individual actually receives on the average for an hour of work. For example, if the individual is on a special wage certificate allowing sub-minimum wages, and is paid based on productivity enter the actual hourly earnings (e.g., \$2.23) rather than the commensurate wage (e.g., \$6.69) on which that wage is based.

If the individual is paid piece rate, you will need to translate that into how much the individual earns per hour.

The simplest method to calculate hourly earnings for any individual would be to take total earnings during a time period (e.g., a week or month) divided by the number of hours worked during that time period. This formula will yield the \$ per hour earned.