

## CAREER PREPARATION AND READINESS – SIX-MONTH REPORT

Qualified Vendor's Name: \_\_\_\_\_

Contact Person's Name: \_\_\_\_\_ Qualified Vendor's Phone Number: \_\_\_\_\_

REPORT PERIOD:      January 1 to June 30 (*due by July 31st*)                      July 1 to December 31 (*due by January 31st*)

CPR Physical Site Address (*No., Street*): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Qualified Vendor's Mailing Address (*No., Street*): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Qualified Vendor's E-mail Address: \_\_\_\_\_

DDD District(s) Served: \_\_\_\_\_ DDD Employment Service Specialist(s): \_\_\_\_\_

MEMBER INFORMATION								
Member's Name	Member's DDD ID No.	Member's CBE Start Date	Original CPR Start Date	Date CPR Stopped	Referred for Integrated/ Competitive Employment (Yes / No)	Start Date of Community Integrated Employment	Start Date of Competitive Employment	Barriers Keeping Member From Making a Progressive Move to Community Integrated or Competitive Employment (Service end date, reason)

Please respond to each of the outcomes below.

OUTCOMES	FREQUENCY	WAY TO MEASURE		WAY TO MEASURE	
At least 50% of members who participate in the vendor's Career Preparation and Readiness Program over a one (1) year period will make successful progressive moves to integrated and/or competitive employment.	<b>Every six months</b>	Through agency tracking records and reports	Total members served during six-month period from <u>January to June:</u>	Total number of members who made a progressive move to integrated and/or competitive employment from <u>January to June:</u>	<b>Percent of members who made a progressive move to integrated and/or competitive employment:</b> <i>(Divide members who made a progressive move to integrated and/or competitive employment by total members served during six-month reporting period.)</i>
Members participating in the Qualified Vendor's Career Preparation and Readiness program shall be fully engaged in one or more of the employment related activities identified in the Program Development section of the Service Requirements, as documented in the member's Planning Document and Individualized Training Agreement.	<b>Every six months</b>	Through agency tracking records and reports	Total members served during twelve-month period from <u>January to December:</u>	Total number of members who made a progressive move to integrated and/or competitive employment from <u>January to December:</u>	<b>Percent of members who made a progressive move to integrated and/or competitive employment:</b> <i>(Divide members who made a progressive move to integrated and/or competitive employment by total members served during twelve-month reporting period.)</i>

Qualified Vendor Administrator's / Designee's Name (Print) \_\_\_\_\_

Qualified Vendor Administrator's / Designee's Title \_\_\_\_\_

Qualified Vendor Administrator's / Designee's Signature \_\_\_\_\_ Date \_\_\_\_\_

**MEMBER INFORMATION**

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Continuation Sheet:

***Routing: Original - Employment Services Specialist(s) or email to DDESS@azdes.gov***

Equal Opportunity Employer/Program • Under Titles VI and VII of the Civil Rights Act of 1964 (Title VI & VII), and the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Title II of the Genetic Information Nondiscrimination Act (GINA) of 2008; the Department prohibits discrimination in admissions, programs, services, activities, or employment based on race, color, religion, sex, national origin, age, disability, genetics and retaliation. To request this document in alternative format or for further information about this policy, contact the Division of Developmental Disabilities ADA Coordinator at 602-542-0419; TTY/TDD Services: 7-1-1. • Free language assistance for DES services is available upon request.