

## Supported Employment Program

(Frequently Asked Questions)



### What is Supported Employment?

Upper Bay Counseling’s Supported Employment Program (SEP) is a program that is dedicated to helping individuals ages 16 and older with a serious and persistent mental illness who are experiencing difficulty finding and /or maintaining employment achieve vocational and educational success. We can also assist you with navigating the Social Security system and determining what programs you may be eligible for.

### What are some of the services that supported employment provides?

1. Assistance with employment goal setting
2. Filling out Job Applications
3. Practice interviewing skills
4. Assistance with creating a resume
5. Job development and Job Coaching
6. Assistance with Job Placement

### Who is eligible to be enrolled in the Supported Employment Program?

An individual is eligible for Supported Employment Services if he/she is a participant in the public mental health system and has a priority population diagnosis and the desire to work. You will also need a Social Security card, a valid picture ID, and active medical assistance insurance.

### Can I work while receiving Social Security benefits?

Yes, you can work while receiving Social Security Benefits. Social Security has work incentive programs that can be utilized while employed. Supported Employment staff can assist you with navigating the system and determining what programs apply to you.

### How much money can I make while receiving Social Security benefits?

This varies from case to case. The Supported Employment Program can assist you with getting linked with a Benefits Counselor who will help you determine exactly how much you can make.

### What kind of job will Supported Employment staff help me find?

The Supported Employment Program helps you look for employment based on your interests, needs, and qualifications. Although we do not have jobs readily available to place you in, we will assist you with your job search which will include but not limited to applying for jobs online and in the community.

### What is the cost to me for Supported Employment services?

Services are covered by your medical assistance insurance and the Division of Rehabilitation Services (DORS). Supported Employment staff will assist you with a referral to DORS if you do not already have an assigned DORS counselor.

### How often will I meet with my job coach?

You will be required to meet with your job coach a minimum of six hours per month while job developing.

### What is a job coach?

A job coach is someone who will assist you one on one while you search for employment. Your job coach can help you with employment goal setting; resume writing, filling out applications, interview skills, communication between yourself and employers, and obtaining resources within the community.

### What if I don’t have transportation?

Supported Employment can assist you with transportation while job developing. After starting your new job, your SEP Staff will assist you with transportation to the best of our ability for the first 30- 60 days while assisting you to look for other transportation resources within the community (I.E. Bus services or taxi vouchers family/ friend etc.)

### **Who do I contact about UBCSS SEP services?**

SEP- Cecil County Michelle Twyman, Program Manager (phone) 410-996-5104 x1006 (fax) 410-996-5197	SEP-Harford County Tracy Schylaske, Program Manager (phone) 410-939-8744 x1437 (fax) 410-939-8748
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