



State of Connecticut  
Department of Developmental Services

DDS

Ned Lamont  
Governor

Jordan A. Scheff  
Commissioner

Peter Mason  
Deputy Commissioner

**Operations Memo 2020 -26**

**To:** Qualified Providers of Employment Transition Services

**From:** David David, Operations Center Director

**CC:** Jordan Scheff, Commissioner, Peter Mason, Deputy Commissioner, Katie Rock-Burns, Chief of Staff, Ken Cabral, Director of Family Services, Amber Burke Director of Employment and Day Services

**Date:** July 1, 2020

**RE:** Extension Employment Transition Services (ETS)

Employment Transitional Services first rolled out in July 2017. This service is intended to be vocationally focused and time limited with a service maximum of 3 years, while creating a bridge competitive employment. After reviewing feedback from individuals receiving these services, our provider community, DDS Case Managers and Resource Managers we are now reassessing the design of the service.

The Employment and Day Services Division is leading an effort to review and make recommendations with qualified providers of ETS. This committee was established as part of the Reimagining Employment and Day Service focus group discussions and is chaired by Darrell Spears, DDS Employment Transition Advisor and Jen Kostek of Sarah Inc. The committee is working to revamp the service to ensure consistency and integrity of this service across our provider network and will include accountability through outcome measurements, reporting and benchmarks. The recommendations from this group will be inclusive of a refined service definition, service criteria, and curriculum made to the DDS Commissioner and Executive team by October 1, 2020, with an implementation date of January 1, 2021. The ETS committee had its first meeting on February 24, 2020 and due to COVID-19 has not yet reconvened. A date for the next meeting is being scheduled.

**People currently receiving this service whose authorization ends between July 1, 2020 and December 31, 2020 have the option of extending this service for one additional year. The process to receive this extension is through a recommendation from the team to the appropriate Assistant Regional Director for approval and documented in the case record.**

As this service currently remains capped at 3 years, we plan to have recommendations from the committee reviewed implemented by January 1, 2021. Teams should continue to monitor service delivery and success of the person enrolled in this service and plan for the next phase of services beyond ETS.

As DDS reviews the recommendations from the Committee DDS will consider if another extension process is needed for those in their final year of ETS.

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