ANNUAL COMPREHENSIVE EMPLOYMENT REPORT

PENNSYLVANIA OFFICE OF DEVELOPMENTAL PROGRAMS (ODP)

Fiscal Year 2018-2019
RECOMMENDATION #3: INCREASE EMPLOYMENT

“I want to work and/or have other ways to contribute to my community. My family, supporters, and community support me to find and keep a real job that I like with good wages and benefits or start and run my own business, and/or volunteer the way I want in my community.”
Contents

Executive Summary.................................................................................................................4

Section 1: Competitive Integrated Employment.................................................................7

Section 2: Employment Services..........................................................................................12

Section 3: Hours Worked......................................................................................................15

Section 4: Types of Jobs.......................................................................................................16

Conclusion.............................................................................................................................18

Appendices............................................................................................................................19

- **Appendix A** - Number and percentage of individuals in the Consolidated, Community Living, P/FDS Waivers, base funding, and SC only services ages 18-64 reporting competitive integrated employment (CIE) by Administrative Entity (AE).

- **Appendix B** - Number of individuals in the Consolidated, Community Living, P/FDS, Adult Autism Waivers, base funding, and SC only services ages 18-64 reporting competitive integrated employment (CIE) by Supports Coordination Organization (SCO).
Executive Summary

The Workforce Innovation and Opportunity Act (WIOA), signed on July 22, 2014, is the federal law that catalyzed Pennsylvania and other states to become “Employment First” states. WIOA is designed to help people with disabilities access employment, education, training, and support services to succeed in the labor market and match employers with the skilled workers they need to compete in the global economy. WIOA also prompts government agencies to work better together to help people with disabilities obtain and maintain jobs and places limitations on the payment of subminimum wages for people under age 25.

On March 10, 2016, Pennsylvania became an “Employment First” state after Governor Tom Wolf signed Executive Order 2016-03, entitled “Establishing ‘Employment First’ Policy and Increasing Competitive-Integrated Employment for Pennsylvanians with a Disability”. On June 19, 2018, Governor Wolf signed Act 36, which codifies Executive Order 2016-03. Being an “Employment First” state means that competitive-integrated employment is the first consideration and preferred outcome of all publicly funded education, employment and training, and long-term supports and service programs for working-age Pennsylvanians with a disability.

Competitive-integrated employment is: Work performed on a full- or part-time basis (including self-employment) for which a person is:

1. Compensated at not less than federal minimum wage requirements or State or local minimum wage law (whichever is higher) and not less than the customary rate paid by the employer for the same or similar work performed by people without a disability;
2. At a location where the employee interacts with people without a disability (not including supervisory personnel or people who are providing services to such employee); and
3. Presented, as appropriate, opportunities for similar benefits and advancement like those for other employees without a disability and who have similar positions.

ODP has made significant strides to promote the employment first philosophy. Noteworthy accomplishments include:

Collaboration with the Office of Vocational Rehabilitation (OVR)

- ODP has partnered with the Department of Labor & Industry’s Office of Vocational Rehabilitation on significant projects that are expected to lead to additional increased employment outcomes for individuals with disabilities in the ODP service system.
- ODP currently has two Memorandums of Understanding (MOU) with OVR:
  - The first MOU pools resources to provide for at least one Vocational Rehabilitation counselor in each of OVR’s 15 district offices who specializes in supporting individuals with a diagnosis of intellectual disability or autism. In addition, training initiatives are funded jointly with OVR to build provider capacity and increase
quality of services. The College of Employment Supports (CES), an online training platform for direct support professionals, was created with these resources to develop a certification program approved by the Association of Community Rehabilitation Educators (ACRE). As of December 6, 2019, 945 persons have been awarded an ACRE-approved certification through CES since its inception in 2018.

- The second MOU ODP holds with OVR was executed in February of 2019 with the initiation of data sharing, which is done on a quarterly basis as a means to provided better coordinated care for individuals receiving services from both agencies.

- In 2019, OVR and ODP jointly released two notices in the Pennsylvania Bulletin. These notices align the service delivery system with the spirit of the Workforce Innovation and Opportunity Act (WIOA) and Pennsylvania’s Employment First Act.

Allowing for Exceptions

- Individuals who receive services via the Person/Family Directed Supports (P/FDS) waiver have an annual cap of $33,000 that will cover their services throughout any given year. ODP has allowed individuals to exceed the cap by $15,000 for use of the Advanced Supported Employment or Supported Employment services.

Eliminating Subminimum Wage in State Centers

- In 2018, ODP finalized the elimination of the certificates issued through Section 14(c) of the federal Fair Labor and Standards Act. Section 14(c) certificates authorize the employment of workers with disabilities at subminimum wages when their disabilities impair their productivity for the work being performed. In alignment with the ODP Everyday Lives philosophy and mission of the state-operated centers to improve the quality of life and promote independence for Pennsylvania's individuals and families, the state-operated centers no longer pay individuals subminimum wage. From November of 2016 to July of 2018, 223 people were transitioned from subminimum wage to minimum wage or higher.

- In 2018, ODP published its inaugural comprehensive employment report, which included data from January 1, 2017 through June 30, 2018. This report serves as ODP’s second annual comprehensive employment report. All of ODP’s employment reports can be found on the employment page of MyODP.
Sources of Data

The following sources were used for the data contained in this report:

- **Supports Coordination - Individual Monitoring Employment Questions** – individuals receiving services are asked questions about employment during meetings with a Supports Coordinator. Meetings occur initially and throughout the year. Because monitoring is conducted at various timeframes depending on the program, responses to each monitoring are carried through to the following month until a new monitoring is conducted.

- **HCSIS** – The Home and Community Services Information System.

- **PROMISe** – The Department of Human Services’ (DHS) claims processing and management system.

Unless otherwise specified, data contained in this report is for working-age adults, ages 18-64. Readers will also note data specific to ages 18-24. WIOA has a strong focus on individuals under age 25 in terms of encouraging competitive-integrated employment, beginning in high school, and limiting access to subminimum wage employment.
Section 1: Competitive Integrated Employment

Each time a Supports Coordinator conducts monitoring with an individual, data is collected on the Individual Monitoring Tool in HCSIS. ODP’s data on competitive integrated employment is captured with Individual Monitoring Employment Question #1 – “Is the individual working in a competitive-integrated job?” All counts are duplicated to capture changes in employment status over time.

On June 30, 2018, 6,127 individuals enrolled with ODP were reported to have competitive integrated employment. This represents 15% of individuals enrolled with ODP. Data from June 30, 2019, reports the number of people enrolled with ODP that were working in competitive integrated employment as 6,788; an increase of 661 individuals. This represents 16% of individuals enrolled with ODP, a 1% increase.

Figure 1.1

Number of ODP-Enrolled Individuals Reporting Competitive-Integrated Employment

<table>
<thead>
<tr>
<th></th>
<th>Number of Individuals</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 2018</td>
<td>6,127</td>
<td>15%</td>
</tr>
<tr>
<td>June 2019</td>
<td>6,788</td>
<td>16%</td>
</tr>
</tbody>
</table>
Increases in Competitive Integrated Employment Over Time

On September 30, 2017, 5,370 individuals enrolled with ODP were reported to have competitive integrated employment. The data as of June 30, 2019, reports the number of people enrolled with ODP that were working in competitive integrated employment as 6,788, an increase of 1,418 individuals.

That’s a 26% increase in the number of individuals in competitive integrated employment in September of 2017 to June of 2019.

The blue bars in Figure 1.2 represent the number of individuals in competitive integrated employment each quarter from September of 2017 to June of 2019. The orange line represents the cumulative change in percent increase in the number of individuals in competitive integrated employment in September 2017 to June of 2019.

Figure 1.2
Figure 1.3 represents the number and percent of working age (18-64) individuals enrolled with ODP (Consolidated, Community Living, P/FDS, and Autism Waivers as well as those receiving base funding and SC only services) that are working in competitive integrated employment based on the county in which they reside. Data on this map is representative of Fiscal Year 2018-2019 as of June 2019 and is based on the response to the Supports Coordinator Individual Monitoring Employment question, “Is the individual working in a competitive-integrated job?” Darker colors represent higher percentages. Figure 1.4 on page 10 presents the same data in a chart.
### Number and Percent of Individuals with Competitive Integrated Employment

<table>
<thead>
<tr>
<th>Residential County</th>
<th>Number</th>
<th>Percentage</th>
<th>Residential County</th>
<th>Number</th>
<th>Percentage</th>
<th>Residential County</th>
<th>Number</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adams</td>
<td>27</td>
<td>10.4%</td>
<td>Erie</td>
<td>360</td>
<td>17.3%</td>
<td>Montgomery</td>
<td>518</td>
<td>18.8%</td>
</tr>
<tr>
<td>Allegheny</td>
<td>1095</td>
<td>21.1%</td>
<td>Elk</td>
<td>32</td>
<td>25.8%</td>
<td>Montour</td>
<td>25</td>
<td>26.0%</td>
</tr>
<tr>
<td>Armstrong</td>
<td>32</td>
<td>10.6%</td>
<td>Fayette</td>
<td>65</td>
<td>11.6%</td>
<td>Northampton</td>
<td>171</td>
<td>18.0%</td>
</tr>
<tr>
<td>Beaver</td>
<td>124</td>
<td>16.8%</td>
<td>Forest</td>
<td>2</td>
<td>12.5%</td>
<td>Northumberland</td>
<td>84</td>
<td>16.4%</td>
</tr>
<tr>
<td>Bedford</td>
<td>31</td>
<td>15.7%</td>
<td>Franklin</td>
<td>88</td>
<td>17.0%</td>
<td>Perry</td>
<td>20</td>
<td>15.7%</td>
</tr>
<tr>
<td>Berks</td>
<td>251</td>
<td>14.9%</td>
<td>Fulton</td>
<td>3</td>
<td>8.3%</td>
<td>Philadelphia</td>
<td>1,007</td>
<td>16.3%</td>
</tr>
<tr>
<td>Blair</td>
<td>84</td>
<td>13.6%</td>
<td>Greene</td>
<td>5</td>
<td>5.4%</td>
<td>Pike</td>
<td>39</td>
<td>19.7%</td>
</tr>
<tr>
<td>Bradford</td>
<td>39</td>
<td>10.9%</td>
<td>Huntingdon</td>
<td>16</td>
<td>8.7%</td>
<td>Potter</td>
<td>9</td>
<td>20.5%</td>
</tr>
<tr>
<td>Bucks</td>
<td>371</td>
<td>19.6%</td>
<td>Indiana</td>
<td>43</td>
<td>13.4%</td>
<td>Schuylkill</td>
<td>70</td>
<td>11.9%</td>
</tr>
<tr>
<td>Butler</td>
<td>118</td>
<td>18.2%</td>
<td>Jefferson</td>
<td>28</td>
<td>16.4%</td>
<td>Snyder</td>
<td>27</td>
<td>15.8%</td>
</tr>
<tr>
<td>Cambria</td>
<td>44</td>
<td>7.8%</td>
<td>Juniata</td>
<td>7</td>
<td>10.9%</td>
<td>Somerset</td>
<td>32</td>
<td>10.5%</td>
</tr>
<tr>
<td>Cameron</td>
<td>1</td>
<td>11.1%</td>
<td>Lackawanna</td>
<td>114</td>
<td>12.7%</td>
<td>Sullivan</td>
<td>1</td>
<td>5.3%</td>
</tr>
<tr>
<td>Carbon</td>
<td>16</td>
<td>6.6%</td>
<td>Lancaster</td>
<td>273</td>
<td>17.5%</td>
<td>Susquehanna</td>
<td>12</td>
<td>12.4%</td>
</tr>
<tr>
<td>Centre</td>
<td>108</td>
<td>26.3%</td>
<td>Lawrence</td>
<td>56</td>
<td>14.4%</td>
<td>Tioga</td>
<td>20</td>
<td>12.6%</td>
</tr>
<tr>
<td>Chester</td>
<td>378</td>
<td>23.7%</td>
<td>Lebanon</td>
<td>128</td>
<td>24.7%</td>
<td>Union</td>
<td>18</td>
<td>15.3%</td>
</tr>
<tr>
<td>Clarion</td>
<td>26</td>
<td>10.3%</td>
<td>Lehigh</td>
<td>230</td>
<td>17.8%</td>
<td>Venango</td>
<td>32</td>
<td>12.9%</td>
</tr>
<tr>
<td>Clearfield</td>
<td>43</td>
<td>14.8%</td>
<td>Luzerne</td>
<td>167</td>
<td>12.5%</td>
<td>Warren</td>
<td>16</td>
<td>9.6%</td>
</tr>
<tr>
<td>Clinton</td>
<td>12</td>
<td>11.1%</td>
<td>Lycoming</td>
<td>79</td>
<td>16.0%</td>
<td>Washington</td>
<td>107</td>
<td>20.0%</td>
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<tr>
<td>Columbia</td>
<td>52</td>
<td>19.9%</td>
<td>McKean</td>
<td>20</td>
<td>8.3%</td>
<td>Wayne</td>
<td>41</td>
<td>19.3%</td>
</tr>
<tr>
<td>Crawford</td>
<td>40</td>
<td>9.2%</td>
<td>Mercer</td>
<td>87</td>
<td>15.8%</td>
<td>Westmoreland</td>
<td>213</td>
<td>16.1%</td>
</tr>
<tr>
<td>Cumberland</td>
<td>178</td>
<td>23.4%</td>
<td>Mifflin</td>
<td>33</td>
<td>12.5%</td>
<td>Wyoming</td>
<td>12</td>
<td>11.5%</td>
</tr>
<tr>
<td>Dauphin</td>
<td>294</td>
<td>24.7%</td>
<td>Monroe</td>
<td>61</td>
<td>10.5%</td>
<td>York</td>
<td>234</td>
<td>17.5%</td>
</tr>
<tr>
<td>Delaware</td>
<td>364</td>
<td>17.2%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Figure 1.4
**Focus on Transition-Aged Youth**

The Workforce Innovation and Opportunity Act (WIOA) has an emphasis on supporting and encouraging individuals ages 18-24 (often referred to as “transition-aged youth”) to seek competitive integrated employment, beginning in high school, and limiting access to subminimum wage employment.

In 2018, ODP implemented an initiative to assure that high school graduates that meet eligibility requirements for an ODP waiver, can be enrolled in a waiver at age 21 and upon graduation.

On June 30, 2018, 927 individuals enrolled with ODP ages 21-24 were reported to have competitive integrated employment. This represents 16% of individuals enrolled with ODP ages 21-24. Data from June 30, 2019, reports the number of people enrolled with ODP ages 21-24 that were working in competitive integrated employment as 1,071; an increase of 144 individuals. This represents 18% of individuals enrolled with ODP ages 21-24, a 2% increase.

![Graph showing the number of ODP-enrolled individuals reporting competitive-integrated employment ages 21-24 for June 2018 and June 2019.](image)

**Figure 1.5**

*Annual Comprehensive Employment Report, Fiscal Year 2018-2019 – Office of Developmental Programs*
Section 2: Employment Services

Supported Employment

Supported Employment services support individuals in obtaining and sustaining competitive integrated employment. It includes an employment assessment, job finding or development, and/or job coaching and support for an individual in competitive integrated employment. In 2019, ODP implemented certification and credentialing requirements for staff delivering this service to enhance the quality of services for individuals.

As of June 30, 2019, 3,790 individuals enrolled with ODP were authorized to receive Supported Employment Services.\(^1\)

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\(^1\) This includes individuals receiving the Career Planning service in the Adult Autism Waiver.

*Annual Comprehensive Employment Report, Fiscal Year 2018-2019 – Office of Developmental Programs*
**Advanced Supported Employment**

Advanced Supported Employment is an employment service that is available through the Consolidated, Community Living, and P/FDS Waivers. This service is intended to help a person with limited to no experience in seeking or keeping a job obtain employment with a three-pronged approach: Discovery, Job Acquisition (to include Job Development and Systematic Instruction), and Job Retention. The ultimate outcome is the attainment and sustainment of a competitive-integrated job that meets both the jobseeker’s and employer’s respective needs.

Figure 2.3 represents the number of individuals authorized to receive Advanced Supported Employment in each quarter of Fiscal Year 2018-2019.

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**Figure 2.2**

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Number of Authorized Individuals</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 2018 - September 2018</td>
<td>6</td>
</tr>
<tr>
<td>October 2018 - December 2018</td>
<td>7</td>
</tr>
<tr>
<td>January 2019 - March 2019</td>
<td>9</td>
</tr>
<tr>
<td>April 2019 - June 2019</td>
<td>11</td>
</tr>
</tbody>
</table>

*Annual Comprehensive Employment Report, Fiscal Year 2018-2019 – Office of Developmental Programs*
**Employment Goals**

ODP collects data on the number of individuals enrolled with ODP that have an employment goal. This data is collected from the Employment/Volunteer section of the Individual Support Plan (ISP). Supports Coordinators have been instructed to use the below guidance:

**Does this consumer have employment goals** □ Yes □ No

Goals could be whether the individual would like to: explore competitive integrated employment, increase or decrease hours of current employment, change jobs, career advancement, etc.

There are certain ODP services, such as Small Group Employment and Community Participation Support prevocational services that require the individual to have an employment outcome in their ISP in order to receive the service.

- **13,476** Number of individuals enrolled with ODP that had an employment goal in their ISP as of June 30, 2019.
- **5,009** ....were authorized to receive an ODP employment service.
- **2,987** ....had an open case with the Office of Vocational Rehabilitation (OVR) during Fiscal Year 2018-2019.
- **3,841** ....received Community Participation Support in a licensed prevocational setting.
Section 3: Hours Worked

For individuals that are in competitive integrated employment, ODP Supports Coordinators record the average number of hours worked by answering the Supports Coordinator Individual Monitoring Employment question, “Estimated Average Hours Worked in Competitive-Integrated Employment Per Typical Work Week?” Supports Coordinators can select from a range of hours.

Figure 3.1 represents the average number of hours per week for persons with competitive integrated employment as of June 30, 2019. The highest percentage is of people that are working between 11-20 hours per week.

Figure 3.1
Section 4: Types of Jobs

For individuals that are in competitive integrated employment, ODP Supports Coordinators record the type of competitive integrated employment by answering the Supports Coordinator Individual Monitoring Employment question, “Job Type – If the individual is working more than one job, select the job with the most hours worked.” Supports Coordinators can select from 23 categories of jobs based on definitions by the Occupational Information Network (O*NET): https://onetonline.org/find/family.

Figure 4.1 represents the top 12 job type categories as of June 30, 2019, reported for individuals of all ages in competitive integrated employment. The top three job categories are food preparation and serving related (33%), building and grounds cleaning and maintenance (24%), and sales and related (17%). Categories that represented less than 1% of individuals were excluded. Those categories include architecture and engineering; management; legal; computer and mathematical; protective service; life, physical, and social science; healthcare practitioners and technical; construction and extraction; farming, fishing, and forestry; and business and financial operations.
**Self-Employment**

Self-employment is earning income directly from one’s own business, trade or profession rather than as specified salary or wages from an employer. Self-employment can offer an individual more autonomy, flexibility, and skill utilization. ODP employment services can be used to support individuals to explore, develop, or retain self-employment opportunities.

*Figure 4.2* identifies the number of individuals statewide that were reported to be self-employed with the Supports Coordinator Individual Monitoring Employment question, “Is the individual self-employed?” This data includes individuals of all ages whose self-employment meets the definition of competitive integrated employment.

![Bar chart showing the number of individuals reported as self-employed as of June 30, 2019](chart)

**Number of Individuals Reported as Self-Employed as of June 30, 2019**

- **Central**: 57
- **Northeast**: 47
- **Southeast**: 154
- **West**: 75
- **Statewide**: 333

*Figure 4.2*
Conclusion

In conclusion, we return to Everyday Lives, Values in Action. People are saying that they want to work and contribute to their communities in meaningful ways, and ODP is listening. Employment is paramount to living an everyday life, and ODP is committed to supporting individuals with intellectual disabilities or autism to achieve their employment aspirations that will lead to an everyday life.

VALUES STATEMENTS

WHAT IS IMPORTANT TO PEOPLE WITH DISABILITIES

EVERYDAY LIVES IN ACTION: MY LIFE, MY WAY

EMPLOYMENT/MEANINGFUL CONTRIBUTION: I want to work and/or have other ways to contribute to my community. My family, supporters, and community support me to find and keep a real job that I like with good wages and benefits or start and run my own business, and/or volunteer the way I want in my community.
Appendix A

Number and percentage of individuals in the Consolidated, Community Living, P/FDS Waivers, base funding, and SC only services ages 18-64 reporting competitive integrated employment (CIE) by Administrative Entity (AE).

[Data as of 11/16/19]

<table>
<thead>
<tr>
<th>Administrative Entity</th>
<th>Number Employed</th>
<th>Number Enrolled</th>
<th>Percent Employed</th>
<th>Number Employed</th>
<th>Number Enrolled</th>
<th>Percent Employed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allegheny</td>
<td>776</td>
<td>4,547</td>
<td>17.1%</td>
<td>834</td>
<td>4,582</td>
<td>18.2%</td>
</tr>
<tr>
<td>Armstrong/Indiana</td>
<td>57</td>
<td>540</td>
<td>10.6%</td>
<td>57</td>
<td>549</td>
<td>10.4%</td>
</tr>
<tr>
<td>Beaver</td>
<td>71</td>
<td>583</td>
<td>12.2%</td>
<td>92</td>
<td>600</td>
<td>15.3%</td>
</tr>
<tr>
<td>Bedford/Somerset</td>
<td>45</td>
<td>482</td>
<td>9.3%</td>
<td>46</td>
<td>484</td>
<td>9.5%</td>
</tr>
<tr>
<td>Berks</td>
<td>179</td>
<td>1,345</td>
<td>13.3%</td>
<td>191</td>
<td>1,406</td>
<td>13.6%</td>
</tr>
<tr>
<td>Blair</td>
<td>70</td>
<td>547</td>
<td>12.8%</td>
<td>64</td>
<td>557</td>
<td>11.5%</td>
</tr>
<tr>
<td>Bradford/Sullivan</td>
<td>26</td>
<td>309</td>
<td>8.4%</td>
<td>28</td>
<td>323</td>
<td>8.7%</td>
</tr>
<tr>
<td>Bucks</td>
<td>283</td>
<td>1,556</td>
<td>18.2%</td>
<td>303</td>
<td>1,610</td>
<td>18.8%</td>
</tr>
<tr>
<td>Butler</td>
<td>74</td>
<td>525</td>
<td>14.1%</td>
<td>93</td>
<td>553</td>
<td>16.8%</td>
</tr>
<tr>
<td>Cambria</td>
<td>25</td>
<td>430</td>
<td>5.8%</td>
<td>26</td>
<td>449</td>
<td>5.8%</td>
</tr>
<tr>
<td>Cameron/Elk</td>
<td>27</td>
<td>117</td>
<td>23.1%</td>
<td>27</td>
<td>119</td>
<td>22.7%</td>
</tr>
<tr>
<td>Carbon/Monroe/Pike</td>
<td>78</td>
<td>848</td>
<td>9.2%</td>
<td>90</td>
<td>876</td>
<td>10.3%</td>
</tr>
<tr>
<td>Centre</td>
<td>77</td>
<td>352</td>
<td>21.9%</td>
<td>82</td>
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<td>23.0%</td>
</tr>
<tr>
<td>Chester</td>
<td>275</td>
<td>1,252</td>
<td>22.0%</td>
<td>291</td>
<td>1,315</td>
<td>22.1%</td>
</tr>
<tr>
<td>Clarion</td>
<td>9</td>
<td>169</td>
<td>5.3%</td>
<td>11</td>
<td>174</td>
<td>6.3%</td>
</tr>
<tr>
<td>Clearfield/Jefferson</td>
<td>50</td>
<td>401</td>
<td>12.5%</td>
<td>55</td>
<td>394</td>
<td>14.0%</td>
</tr>
<tr>
<td>Columbia/Montour/Snyder/Union</td>
<td>96</td>
<td>562</td>
<td>17.1%</td>
<td>89</td>
<td>561</td>
<td>15.9%</td>
</tr>
<tr>
<td>Crawford</td>
<td>25</td>
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**Appendix B**

Number of individuals in the Consolidated, Community Living, P/FDS, Adult Autism Waivers, base funding, and SC only services ages 18-64 reporting competitive integrated employment (CIE) by Supports Coordination Organization (SCO)

[Data as of 11/16/19]

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<th>Number Employed as of June 30, 2018</th>
<th>Number Employed as of June 30, 2019</th>
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