



NYESS EMPLOYMENT NETWORK PROVIDERS

Presented by:

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NYESS, Director of Employment Policy

How do we participate?

<http://www.nyess.ny.gov/contracts/TTW/index.html>

New York State ☰ State Agencies 🔍 Search all of NY.gov

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New York Employment Services System

About NYESS

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Customer Information

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Employment Network/Ticket to Work Contracts Page

On this page you will find the legal documents related to registering with the Administrative Employment Network for Ticket to Work.

Please note that your agency must be registered with the NYESS system before you can join the Administrative Employment Network. You can view the legal documents for the NYESS system [here](#).

(Please note that joining the NYESS system does not automatically enroll your agency in the Administrative Employment Network.)

- [Employment Network Agreement with the Research Foundation for Mental Hygiene](#) (PDF)
- [Blanket Purchase Agreement from the Social Security Administration](#) (PDF)
- [NYESS Ticket to Work Brochure](#) (PDF)
- [Ticket to Work Individual Work Plan](#) (PDF)
- [Ticket to Work Administrative Employment Network Frequently Asked Questions, 9/26/12](#)(PDF)

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How do we participate?

Professional Services Agreement

This Professional Services Agreement (this "Agreement") is made effective as of _____ (the "Effective Date"), by and between _____ ("Provider"), with offices at _____ and Research Foundation for Mental Hygiene, Inc., a not-for-profit corporation with offices at Riverview Center, 150 Broadway, Suite 301, Menands, NY 12204 ("RFMH").

Whereas the RFMH received a Blanket Purchase Agreement Number (BPA) SS00-12-E2667 from the Social Security Administration ("SSA") entitled "Employment Networks for the Ticket to Work and Self Sufficiency Program" ("Ticket to Work" or the "Program") and is administering the Program on behalf of the New York State Department of Labor (DOL) and the New York State Office of Mental Health ("OMH"); and

Whereas the Provider has agreed to participate in the New York Employment Services System ("NYESS") and has agreed to be bound by the terms and conditions articulated in the *Interagency Agreement for the Creation of an Integrated Employment Support Computer System between the New York State Department of Labor and the New York State Office of Mental Health* (the "Interagency Agreement"); and

Whereas the Provider has executed a Confidentiality and Non-Disclosure Agreement ("CNDA") with OMH;¹ and

Whereas DOL and OMH have formed a DOL/OMH Joint Management Committee which will collaboratively establish policy, guidelines, training and systems for this program;

NOW, THEREFORE, the parties agree as follows:

1. Services.

- a. Provider will provide employment network support services to SSA beneficiaries ("Beneficiaries");

What do we need to record?

CUSTOMER

PROVIDER

EMPLOYER

STAFF

HELP

Customer Search

Customer Detail

Comp Assess

Services

boyd, andrew

SSN: 000-00-0373

OSOS ID: NY011654857

1 of 1

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Yes

Activities

Comments

Tests

DEV

RLL Background

RLL Case Specific

Ticket to Work

NYESS Info

TAA Information

>

>>

Ticket to Work

	Create Time	Create Admin	>
<input checked="" type="checkbox"/>			

Ticket

Eligible

Assigned to NYESS Network? Yes No

Date Assigned/Signed

Signature on File? Yes No

Individual Employment Plan

Date Developed

Individual Employment Plan Yes No

Add Delete Print List

Help Print Record Audit

Save Start Match Services Comp Assess Activity I.A. Referrals Correspond IVR Return to Srch Comments Tag Resume Schedule

NYESS Participating State Agencies

- New York State Office of Mental Health
- New York State Department of Labor
- New York State Office of Alcoholism and Substance Abuse Services
- New York State Office for People with Developmental Disabilities
- New York State Commission for the Blind and Visually Handicapped
- New York State Office for the Aging
- Adult Career and Continuing Education Services-Vocational Rehabilitation

NYESS assists your providers with tools to help enable you to work. New Yorkers of all abilities will be aided by NYESS.

For more information regarding your Ticket to Work call : 1-866-YOURTICKET (1-866-968-7842) or for TTY/TDD call : 1-866-833-2967



My Ticket to Work Ticket Assignment Statement

I understand that by signing below, I will be using my Ticket with the NYESS System. I will continue to receive services from the service provider shown below according to the Individual Work Plan of record or an addendum. I understand that I have the right to retrieve my ticket from NYESS for any reason. I acknowledge that the information given to the NYESS Provider relating to me as a ticket holder is correct, and that I do willingly agree to assign my ticket to the NYESS System.

X _____
(Beneficiary Signature)

X _____
(NYESS Representative Signature)

(Name of Participating Service Provider)

Date Signed

For More Information visit
the NYESS Website at:
www.nyess.ny.gov

Assigning Your Ticket to Work with the NYESS System

Choosing An Employment Network (EN)



For more information visit
www.nyess.ny.gov



What is Ticket to Work?

Ticket to Work is an employment support program for individuals with disabilities who want to work and earn enough to become self-supporting.

The Ticket program is sponsored by the Social Security Administration. It is a voluntary program, free of charge and there is no penalty or consequence if you choose not to participate. However, if you want to work and earn a better living than you have now, then using your ticket helps increase your chances of achieving your employment goals. You are using your ticket when you sign up with an employment network, including the State vocational rehabilitation agencies ACCES-VR or CBVH to take advantage of the essential services and supports you may need in finding, obtaining and maintaining a job.

Services from an Employment Network (EN)?

An Employment Network (EN) is an entity or group of entities, forming a contract with the Social Security Administration agreeing to assist SSA beneficiaries (ages 18-64 years), with employment, Vocational Rehabilitation (VR) and/or other disability support services under the Ticket to Work Program.

To receive services from an Employment Network, a SSA beneficiary, by choice, assigns the Ticket to a selected EN. If the EN accepts the Ticket, services can be coordinated and delivered to help the individual locate and maintain employment. Note: If you receive a disability related Social Security benefit, you probably qualify to take part in the Ticket program. You do not need to have a paper Ticket to take to the EN. The EN can check to see if you qualify.

Ticket to Work (TTW) and NYESS

NYESS is an EN with a new method for Ticket holders to assign/reassign their TTW in New York State. Many employment support and disability services providers in the State are joining the NYESS System of ENs. A few are listed on the back of this brochure and more are shown on our website at www.nyess.ny.gov.



For more information about assigning /reassigning your Ticket to the NYESS system, contact your disability support service provider.

When a ticket holder receives employment services, VR or other support services from a State disability provider in the NYESS system, their Ticket can be assigned or reassigned to the NYESS system. As a beneficiary, you have a choice of service providers. Below we tell you the benefits of signing with NYESS. If you want to consider another EN outside the NYESS system, call the Social Security's Ticket Call Center at 1-866-968-7842, toll free, (TTY) 1-866-833-2967.

Benefits for Assigning or Re-assigning a Ticket with NYESS!

- The NYESS system simplifies the process for assigning a Ticket to Work
- NYESS provides a "single point of access" to employment support for Ticket holders
- Assigning a Ticket with NYESS means the ticket holder gets flexibility in services
- Ticket holders have the ability to easily change service providers within NYESS as their individual needs changes. No "searching" for an Employment Network
- Services can be coordinated in a more appropriate approach for the person
- Individuals receive access to an enhanced level of Benefits Counseling
- NYESS increases the chance of a ticket holder getting a Job to fit them
- Multiple agencies can serve an individual at the same time, and provide support in their area of expertise.

*The Ticket to Work Program
can be a "Passport"
to your financial independence!*

Employment Plan?

Individual Work Plan:

Form Date: _____

Statement of Understanding: I choose to participate in the Ticket to Work Program with the New York State Administrative Employment Network. I understand that the network of AEN providers will provide me with employment supports to find and keep a job, increase my earnings or run my own business. If possible, I plan to increase my earnings to support myself. I understand that I can change this plan with the AEN from time to time to meet my current needs.

EN Name: NYESS – RFMH
 Address: Riverview Center, 150 Broadway, Suite 301
 Menands NY 12204
 City State Zip Code
 Phone: 800 597 8481
 Email: TTW@omh.ny.gov

Ticket holder: _____
 Address: _____
 City State Zip Code

EN Site Name: _____
 Address: _____
 City State Zip Code

Phone: _____
 Email: _____
 SSN: _____
 Email: _____
 Phone: _____
 Area Code

I have read and understand the following:

1. The Administrative Employment Network, hereafter designated as AEN, (NYESS-RFMH) will not request or receive any compensation directly from me for the costs of services and supports provided to me.
2. The AEN reserves the right to amend the IWP or terminate the relationship under the following conditions:
 - Change in Vocational goal
 - Non-compliance with outlined steps in IWP
 - Non-active participation
3. The Ticket to Work and Self-Sufficiency Program has been established to provide Social Security beneficiaries more choices for receiving employment related services. Should I be dissatisfied with the services being provided by the AEN, I may retrieve the Ticket at any time.
4. For disputes between myself and the AEN, I will be referred to NYESS Administration Unit, for grievance procedures.
5. The AEN will keep all information of a personal nature provided by me, including Social Security number and information about my disability, strictly confidential.
6. The AEN and I may amend the IWP, however, the AEN and I must agree upon all changes. I have the right to a copy of the IWP in a format I have chosen at any time.
7. I have received a statement of terms and conditions related to the provision of services and supports to be provided by the AEN.
8. Only qualified employees and/or providers will be used to furnish services to me as outlined in IWP.
9. NYESS has informed me of the annual progress reviews and the Timely Progress Review (TPR) guidelines, and has these guidelines in written format for Ticket holders.
10. I consent to allow AEN to sign for me, any Certification of Services, which may be required by the EN to receive certain payments, and which states that agreed upon services have been provided to me.
11. By signing this IWP, I understand that I am responsible for reporting wage data to this AEN.

I declare under penalty of perjury that I have examined all the information on the form and any accompanying statements or forms, and it is true and correct to the best of my knowledge.

Signature

Date

Signature

Date

Employment Network Representative Signature
 NYESS Administrative EN

Revised March 23, 2013

Individual Work Plan Services:

Short-term Vocational Goal (next 3 to 12 mos.): _____

Long-term Vocational Goal (next 3-5 years): _____

Conditions Related to the Success of my IWP:

- I will inform the AEN of changes in my contact information
- The AEN will contact me as needed to share information and determine my unmet needs (quarterly)
- I will inform the AEN of my earnings
- While I am working, the AEN will offer and provide me with ongoing employment support to help me keep working or refer me to others who can help me keep working

The AEN and I have agreed to the other conditions described below (if there are no other conditions, please state that):

Projected monthly earnings in the next 3-12 months : \$ _____

Projected monthly earnings in the next 3-5 years: \$ _____

Projected number of hours: _____ /week

Maximum distance beneficiary is willing to travel to new job: _____ Miles

Supports and Services to be Provided:

The AEN and I have agreed upon the supports/services checked or written below. Below we also explain the steps the two of us agreed to take to help me reach my vocational goal. This includes any referrals the AEN agreed to make to help me get services.

Career Counseling and guidance (at a minimum, required during IWP development)

Job search or placement services (required if not working)

Job coaching / training

Job accommodation assistance / planning

Social Security benefits / Work Incentives planning

Resume Development

Transportation planning assistance

Referral to other services or support providers

Training (specify source)

Continuing Employment Supports:

The AEN will provide all agreed services for initial and ongoing follow-up supports (quarterly follow-up required)

Note: Long term follow-up supports imply that the AEN will provide supports that will help Ticket holders sustain SGA level employment

Other services (please note additional services below): _____

CUSTOMER

PROVIDER

EMPLOYER

STAFF

HELP

Customer Search

Customer Detail

Comp Assess

Services

boyd, andrew

SSN: 000-00-0373

OSOS ID: NY011654857

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Ticket

Eligible

Assigned to NYESS Network? Yes No

Date Assigned/Signed

Signature on File? Yes No

Individual Employment Plan

Date Developed

Individual Employment Plan Yes No

Add Delete Print List

Help Print Record Audit

Save Start Match Services Comp Assess Activity I.A. Referrals Correspond IVR Return to Srch Comments Tag Resume Schedule

NYESS Service Group	Countable Group Activities	Proposed Weight
Notes/Meetings/Phone Calls	<ul style="list-style-type: none"> • Case Notes • Meetings with Team & Family • Meetings with Team • Billing Preparation • Meeting with Employer Supervisor • Observation • E-mail/Phone Calls: Employer Related • E-mail/Phones Calls: Service Related 	5%
Service Plan	<ul style="list-style-type: none"> • Employment/Service Plan Development 	5%
Assessment	<ul style="list-style-type: none"> • Screening Assessment • Skills Assessment <ul style="list-style-type: none"> ▪ Vocational Testing ▪ Situational Assessment ▪ Job Shadowing ▪ Job Try-Out ▪ Volunteer ▪ Site Assessment ▪ Discovery ▪ Engagement 	10%
Job Preparation	<ul style="list-style-type: none"> • Clothes Shopping • Job Interview Practice • Resume Writing • Business Tours • Travel Training • Mobility Training • Career Exploration • Work Skills Training 	10%
Job Search Assistance	<ul style="list-style-type: none"> • On-line Applications • Off Line Applications/Resumes • Job Lead Research • Interview: Coordination & Support • Job Structuring/Task Design • Task Analysis 	25%
Training	<ul style="list-style-type: none"> • Job Placement • Job Coaching • Social Skills • Life Skills Training • Assistance with Employer Orientation and Training • Work Performance/Behavior Intervention • Money Management <ul style="list-style-type: none"> • Budgeting • Asset Building • Benefits Planning 	45%

Activities

NYESS

Assessment

- NYESS Screening Assessment
- NYESS Site Assessment
- NYESS Situational Assessment

Intervention

Job Preparation

- NYESS Interviews
- NYESS Job Interview Practice
- NYESS Job Shadowing Experience
- NYESS Resume Writing

Job Search Assistance

- NYESS Career Exploration
- NYESS On-line Applications
- NYESS Search Want Ads and Online
- NYESS Tours of Businessess

Notes/ Meetings

- NYESS Billable Notes
- NYESS Meetings with Team/Family
- NYESS Case Notes
- NYESS Meetings with Team Members
- NYESS Job Description
- NYESS Meeting with Supervisor
- NYESS Observation Time
- NYESS Task Analysis

Phone Calls

- NYESS General Phone Calls
- NYESS Potential Employers Phone Call
- NYESS Service Coordinators Phone Call
- NYESS Team Members Phone Call
- NYESS Employment Issues Phone Call

Service Plan

- NYESS Job Structuring
- NYESS Task Design
- NYESS Service Plan Development

Training

- NYESS Help with Employer Required Training
- NYESS Jobs Coaching
- NYESS Side by Side Training (Intensive)
- NYESS Life Skills Training
- NYESS Money Management
- NYESS Recreation
- NYESS Social Training
- NYESS Travel Training
- NYESS Clothes Shopping

Payments



Payments

- ▣ Total Revenue: \$290, 802.00
- ▣ Top 5 Providers:
 - \$24,481.60
 - \$17,238.40
 - \$16,112.80
 - \$7,820.80
 - \$7,632.80

Phase 1 Milestone Payments

TABLE 1 : Phase 1 Milestone Payments 2013 Rates

Payment Type	Ticket Holder Gross Earnings	EN Payment (SSDI)	EN Payment (SSI)
Phase 1 Milestone 1	greater than or equal to \$750/mo for 1 calendar month*	\$1,335	\$1,335
Milestone 2	greater than or equal to \$750/mo for 3 months w/in 6 months (cumulative)	\$1,335	\$1,335
Milestone 3	greater than or equal to \$750/mo for 6 months w/in 12 months (cumulative)	\$1,335	\$1,335
Milestone 4	greater than or equal to \$750/mo for 9 months w/in 18 months (cumulative)	\$1,335	\$1,335
Total Potential Phase 1 Milestone Payments		\$5,340	\$5,340

Phase 2 Milestone Payments

TABLE 2 : Phase 2 Milestone Payments 2013 Rates

Payment Type	Ticket Holder Gross Earnings	EN Payment (SSDI)	EN Payment (SSI)
Phase 2	Gross is greater than or equal to SGA (\$1,040/non-blind; \$1,740 for blind)	\$401/mo. (up to 11 mos.)	\$230/mo. (up to 18 mos.)
Total Phase 2 Payments		\$4,411	\$4,140
Total Potential Ticket Payments Phases 1 & 2	Phase 1 & 2	\$9,751	\$9,480

TABLE 3 : Outcome Payments Under Milestone-Outcome Payment System

Type	Ticket Holder Net Earnings	EN Payment (SSDI)	EN Payment (SSI)
Outcome Phase	Earnings are greater than or equal to SGA (\$1040/non-blind; \$1740 for blind) AND zero cash benefit	\$401/mo. (for 36 mos.)	\$230/mo. (for 60 mos.)
Total Outcome Payments		\$14,436	\$13,800
Total Ticket Payments (Phase 1 & 2 Outcomes)		\$24,187	\$23,280

TABLE 3 : Outcome Payments Under Milestone-Outcome Payment System

Type	Ticket Holder Net Earnings	EN Payment (SSDI)	EN Payment (SSI)
Outcome Phase	Earnings are greater than or equal to SGA (\$1040/non-blind; \$1740 for blind) AND zero cash benefit	\$401/mo. (for 36 mos.)	\$230/mo. (for 60 mos.)
Total Outcome Payments		\$14,436	\$13,800
Total Ticket Payments (Phase 1 & 2 Outcomes)		\$24,187	\$23,280

Payments & Timing



Discussion & Questions

