St. Clair County Community Mental Health

**Individual Placement and Support (IPS) Follow-Along Supports Plan**

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| **Individual:** | Click here to enter text. | **Case #:** | Click here to enter text. | **Date:**  | Click here to enter text. |

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| **Action Plan**At times work can be stressful, so having a plan in place can make it easier if you are having a bad day. **Create a plan with your Employment Specialist,** so you have a list of people you can reach out to when you are having a tough day at work: |
| Your Employment Specialist is here for you:* Have your Employment Specialist’s phone number saved in your phone.
* Create a plan with your Employment Specialist on how best to contact them in between appointments if you are struggling on the job.
* Schedule weekly meeting for the next month to meet and review how the job is going with your Employment Specialist.
* Create a new goal with your Employment Specialist to help maintain your current position.

Your Certified Peer Support Specialist is here for you: • Have your Peer Support’s phone number saved in your phone.• Create a plan with your Peer Support about how they can best support you if you are struggling between scheduled meetings.• Schedule regularly occurring appointments on your day off, so you don’t have to miss appointments due to work.A **close family friend or family member** who is supportive can help you out:* Have their phone number in your phone so you can text them on your break.
* Create a plan so they know that they know that they are your go to person if you need to chat about stress at work.
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| ScheduleNow that you are working it is important to balance work and life, creating a schedule to include work, medical appointments, and personal events will help you manage being on time and not missing any important appointments. |
| **Best Tools for Creating a Schedule:** * Use a calendar on your phone and set reminders if you need help remembering an upcoming appointment.
* Use a wall calendar or a paper planner.
* Use an App that your employer can give you to check your schedule.

**Do you need any help creating a schedule?** [ ]  Yes [ ]  No |
| **If you answered yes, brainstorm with your Employment Specialist about ideas that best suit you below:** |
| Click here to enter text. |

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| **Follow-Along Supports Plan**Creating a **Follow-Along Supports** Plan with your Employment Specialist (ES)can help with continued success. |
| 1. **In what ways can your ES support you with maintaining your new job?**
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| Click here to enter text. |
| 1. **List three (3) things you can do to help maintain this position**
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| Click here to enter text. |
| 1. **Create a plan for when you need additional support on the job**
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| Click here to enter text. |
| 1. **“I am going to work on the following skill(s) at work to help advance my career…”**
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| Click here to enter text. |
| 1. **“When I get my first paycheck, I plan on…”**
 |
| Click here to enter text. |
| 1. **Rank the following retention topics below that you want to work on with your ES over the next three (3) months during your weekly IPS meetings.** Please check one (1) box per row to rank each topic on a scale from 1 to 11, where 1 = want to work on the most & 11 = not very interested in working on.
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| **Retention Topics:** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** |
| **Budgeting** |[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| **Interpersonal relationships at work** |[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| **Dealing with stress on the job** |[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| **How to address concerns with my supervisor on the job** |[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| **Boundaries on the job** |[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| **Maintaining a positive attitude when things are not going my way** |[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| **Self-care and work** |[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| **Maintaining good hygiene for work** |[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| **Maintaining good sleep habits for work** |[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| **Overcoming dilemmas** |[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
| **Other:**  |[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

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| **Reporting Earnings**Now that you are working, it is important that you report your earnings as well as any changes to your work activities to the proper *government agencies* so there is no disruption to your benefits. |
| Depending on what benefits you receive, this can include contacting the Department of Human Services (DHS), the Social Security Administration (SSA), or the Housing Authority, just to name a few. **Do you have a plan for reporting your earnings?** [ ]  Yes [ ]  No**Do you need any support in creating a plan to report your earnings?** [ ]  Yes [ ]  No |
| **If you answered yes, brainstorm with your Employment Specialist a plan to help you report your earnings below:** |
| Click here to enter text. |