

LOVARC Vocational Services Information Sheet

Populations Served: LOVARC serves adults with conditions such as; mental health issues, developmental disability, sensory, behavioral, cognitive or physical challenges. Certificate of disability by a physician or other qualified source is required to determine eligibility.

Settings: LOVARC provides employment services at Vandenberg Air Force Base, Gaviota Road Side Rest area and at commercial and residential sites in Lompoc and surrounding areas.

Hours of Services: Administrative hours are Monday-Friday 8am-5pm. Food service hours are Sunday – Saturday 4am-10pm. Janitorial services hours are Sunday-Saturday 6am-6pm. Grounds maintenance hours are Tuesday & Wednesday 8am-6pm.

Array of Services (all services are directly provided by LOVARC)

Competitive Employment and On the Job Training

- Direct placement and On the Job Training (OJT) in the Lompoc Valley area, at Vandenberg Air Force Base (VAFB) with support from Vocational; Staff members as needed.
- Direct placement and On the Job Training (OJT) in San Luis Obispo at Camp San Luis with support from Vocational; Staff members as needed

External Situational Assessment (ESA)

- Placement of person referred by Department of Rehabilitation into a voluntary or stipend funded work setting with the objective of creating a report indicating the state of the person's job readiness.

Personal, Vocational & Social Adjustment Services (PVSA)

- PVSA services are offered to individuals who require additional services to address issues such as interpersonal skills, mobility training, grooming skills and other issues relevant to securing and maintaining employment.

Supported Employment

- Individual placement in the Lompoc Valley area and at Vandenberg Air Force Base (VAFB) with job coaching to help maintain employment.
- Individual placement in San Luis Obispo at Camp San Luis with job coaching to help maintain employment
- Group placement at VAFB for Foodservice jobs, Gaviota roadside rest area for janitorial services and Ground Maintenance at residential and commercial sites throughout the Lompoc Valley. Crews are supervised by a Job Coach who is trained in vocational rehabilitation and experienced in the work activity performed at the work site.

Transportation: Transportation services are offered as an option for employees of LOVARC who otherwise would have no public or private means of traveling to or from a work site. Payment may be arranged through payroll deduction or "pay as you go".

Staff Qualifications

Staff members in the vocational Department are required to meet specific educational and / or experiential levels as stipulated in job descriptions. Additionally, staff participates in LOVARC's orientation program including on the job training gained through shadowing experienced staff members. Staff members also receive training in first aid, CPR, blood borne pathogens, sexual harassment, corporate compliance and other in-service training specific to providing rehabilitation services.

Ability to Provide Services

LOVARC is authorized to provide vocational services by virtue of:

- Vendorization from the California State Department of Rehabilitation and Tri Counties Regional Center.
- Accreditation of Community Employment services by CARF-The Rehabilitation Accreditation Commission.

Disclosure of Potential Conflict of Interest

An independent party will perform a case review in the event that LOVARC serves dependents or family members of Board or Staff members. LOVARC provides services that meet each individual's needs and interests and does not provide disproportionate services based on other factors.

Information Regarding Service Outcomes

LOVARC collects data on program efficiency, effectiveness, accessibility and customer satisfaction. This information is routinely shared with all stake holders via mailings, newsletter articles and upon request.

Cost of Services

<u>Program</u>	<u>Cost</u>	<u>Payer / referral Source</u>
External Situational Assessment	\$40.00 per hour	
On the Job Training	Varies	Department of Rehabilitation
PVSA	\$34.00 per hour	Department of Rehabilitation
Supported Employment	\$30.82 per hour	Department of Rehabilitation or Regional Center
Transportation (optional)	\$30.82 per month	Employee / Person served

Method of Communication of Information

verbally explained in English
 explained with American Sign Language
 verbally explained in Spanish
 other, specify: _____

Employee Acknowledgement

_____ Initial _____ date	_____ Initial _____ date	_____ Initial _____ date
_____ Initial _____ date	_____ Initial _____ date	_____ Initial _____ date
_____ Initial _____ date	_____ Initial _____ date	_____ Initial _____ date