

## Natural Supports Plan

**Complete after 2-3 weeks of job site training, but before the end of the R4 milestone.**

Employee: \_\_\_\_\_ Phone: \_\_\_\_\_

Co-worker providing ongoing support: \_\_\_\_\_ Job Title: \_\_\_\_\_  
*First and Last Name*

Location of co-worker in relation to individual: \_\_\_\_\_

Other co-workers available for support: \_\_\_\_\_

Describe how the EC will support the co-worker and the new employee during the transition to on-going/natural supports by the coworker (i.e., weekly meetings after work, regular phone contact, etc.):

List the daily activities and work routines similar to those of co-workers:

List natural employment supports the employer or co-worker(s) will provide (i.e., restructuring duties, job duty checklist, etc.):

List strategies and timeframes for fading/reducing direct EC involvement in training and support:

Select “**Yes**” or “**No**” in response to each statement below:

- Yes     No    The individual has verbalized his/her approval for the EC to contact the employer about the individual’s job performance. (**Individual's Initials** \_\_\_\_\_)
- Yes     No    The individual has verbalized agreement with the Natural Supports Plan outlined above. (**Individual's Initials** \_\_\_\_\_)
- Yes     No    The individual’s employer has verbalized his/her agreement with the Natural Supports Plan outlined above. (**Employer's Initials** \_\_\_\_\_)

EC Name: \_\_\_\_\_ Date: \_\_\_\_\_

## Natural Supports Plan Notes

### What is Supported Employment

Supported Employment is a program that assists individuals with disabilities to obtain employment and assists employers to obtain qualified employees. The purpose is for the supported employee to become independent through natural supports in the work environment and work relationships. Natural Supports are job retention supports that occur on the job in the most normal/natural way, such as a mentor/co-worker(s) being assigned to assist the supported employee if they observe a problem. Natural supports include mentoring, supervision (ongoing feedback on job performance), training (learning a new job skill with a co-worker), and socializing with co-workers at breaks or after work.

### Benefits to the Employer

The employer benefits by retaining a committed, dependable, qualified employee, assisted by a mentor/co-worker(s) that can identify problems early and seek or provide the necessary job retention supports. Consultation services will be provided to the employer by the employment consultant listed below, in all phases of the job, as long as the employee remains on the job. Services include assistance with training and supervising the supported employee. Follow-up services are provided to assist with any issues that need attention such as poor performance, change in supervisor or job duties.

Employer agrees to assign a mentor/co-worker(s) to provide job retention support. The mentor/co-worker will help the supported employee work through problems that may affect their job performance or job retention. The employer agrees to contact the employment consultant to assist with problem solving when issues cannot be easily resolved by the mentor/co-worker and supervisor, particularly when new job duties are assigned.

### Responsibilities of the Contractor

Employment Contractor agrees to provide support to the mentor/co-worker(s), employer, and employee as needed. The employment contractor agrees on a regular set amount of time when contact will be made and how soon to respond to requests for consultation with employer.

The EC has verified with the employee, mentor/co-worker(s) and employer that they will implement the above Natural Supports as set forth on ESS-C-229—Natural Support Plan.

The EC provided the employee, mentor/co-worker(s) and employer with a copy of the [ESS-C-229—Natural Support Plan](#).

### Benefits to the Employee

The mentor/co-worker(s) and the employment consultant assist the supported employee in becoming a valued employee by facilitating support and social connections on and away from work.