

**VR supervisor/administrator
IPS fidelity review questions
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The intent of the VR interviews is to determine where technical assistance and recommendations for changes in policy and practices could enhance the effectiveness of the role of VR supervisors and administrators in supporting and contributing to IPS services. Information gathered in the VR interviews can be incorporated into the general SE fidelity review report or form the content of a separate report.

It is common that interviewees give information that responds to questions that might be asked later in the interview. It is left to the interviewer's discretion as to whether to ask the later questions to elicit additional information.

The Prompts in some questions are intended to assist the interviewee in forming responses and are used at the discretion of the interviewer.

Questions

- Describe the (IPS community agency/state IPS program). How is it different than the other community vocational programs/statewide vocational programs with which your office VR staff/state VR staff work?

- How many VR counselors/ VR agency staff in your (office/state VR agency) work with (IPS community agency/IPS programs in the state)? Is there a standard expectation for how often they meet with IPS staff of that/those agency(s)? What is the role of clerical support staff/assistant VR counselors in supporting IPS services? Have they received training pertaining to IPS services in the past 12 months?

- Are there VR counselors/administrators who specialize part or full time in IPS services? How do they share information about IPS services and issues with the state VR Director/state officials?

- Has the (IPS community agency/IPS programs in the state) been discussed at (VR office/executive leadership) meetings? If yes how often in the past 12 months? What was the focus of the discussions? Have (IPS community agency/IPS leaders in the state) participated in (VR office/executive leadership) meetings in the past 12 months? How often? Please describe their roles in those meetings.

- Who do you interact with at (IPS community agency/state IPS services – e.g. state mental health authority)? Please describe the nature of that interaction? How often do you interact with those individuals?

Prompts: Participate in monthly/quarterly IPS meetings; served together on committees or workgroups where IPS is a focus; have made joint presentations to community/government groups about IPS; have worked together to craft or alter regulations or practice guidelines.

- What data pertaining to IPS services do you share with (IPS community agency/state IPS partner – state mental health authority)? Do they share with VR? How do you share that data? What outcomes or changes in IPS services in the past 12 months have been influenced by the shared data?

Prompts: VR office/VR agency goals and outcome expectations; changes in relevant VR and other state and federal regulations or policies; local/state IPS services outcome statistics; local, state, and national employment trends; information about relevant policies or programs in other states, research findings, practice techniques or models.

- Does (state VR/state government) leadership support IPS services? How have they shown that support?

Prompts: Verbal, e-mail or other messages indicating support; newsletter articles or other agency/statewide communication of support by VR agency director/state officials; ask for reports about problems and success in coordinating IPS services at the local/state level; provided support and assistance when problems arose in coordinating services with (IPS community agency)/state agencies impacting on IPS services; shared evidence that they communicated support for your role to upper VR administrators/state officials; revised regulations or guidelines to support IPS services; appointment of VR agency/statewide IPS specialists or coordinators; agency/state sponsored trainings specific to IPS.

- Do you have any concerns about using the IPS model for VR services? What more would you like to know about the IPS model?

Prompts: Not cost effective; will lower outcome statistics; disrupts standard VR practices; waste resources serving persons unlikely to benefit e.g. active substance abusers; threatens good relations with employers/communities; takes away from services to other disability groups.

- What additional resources would enhance the effectiveness and contributions of VR to (local/state) IPS services?

Prompts: More funds; more staff; clearer guidelines; additional training and technical assistance; improved communication between partners in IPS services.

- What is the role of the state mental health authority in supporting IPS services? What other (local/state) partners are or should be involved in supporting IPS services?

Prompts: Employer groups; WIPA; One Stop Centers; substance abuse treatment programs; criminal justice system; Centers for Independent Living; youth services; education programs; supported housing programs; HIV/AIDS programs; immigrant service; veterans services.

- What did we miss?