

HAWAII DEPARTMENT OF HUMAN SERVICES – Division of Vocational Rehabilitation
Job Coaching

AFFIRMATION OF QUALIFICATIONS

Legal Business Name: _____

I affirm that _____, an ☐ employee OR ☐ subcontractor, shall be providing direct services to VR Participants as stated in the Service Specifications and meets the following qualifications:

- ☐ Will supervise the services who meet the following documented criteria:
- ☐ Hold a Bachelor's degree from an accredited college or university in social science or education and be a Certified Employment Service Professional (CESP) or;
 - ☐ Hold a Bachelor's degree from an accredited college or university in social science or education and have completed specialized training through an Association of Community Rehabilitation Educators (ACRE) certified Supported Employment and/or Customized Employment curricula or;
 - ☐ Hold a Bachelor's degree from an accredited college or university in social science or education and have completed specialized training through an Association of Community Rehabilitation Educators (ACRE) certified Supported Employment and/or Customized Employment curricula within two (2) years or;
 - ☐ Hold a Bachelor's degree from an accredited college or university in another field with one (1) year verifiable experience working directly with persons with disabilities and be a Certified Employment Service Professional (CESP) or;
 - ☐ Hold a Bachelor's degree from an accredited college or university in another field with one (1) year verifiable experience working directly with persons with disabilities and have completed specialized training through an Association of Community Rehabilitation Educators (ACRE) certified Supported Employment and/or Customized Employment curricula or;
 - ☐ Hold a Bachelor's degree from an accredited college or university in another field with one (1) year verifiable experience working directly with persons with disabilities and have completed specialized training through an Association of Community Rehabilitation Educators (ACRE) certified Supported Employment and/or Customized Employment curricula within two (2) years or;
 - ☐ Hold a high school diploma or General Equivalency Diploma (G.E.D) with five (5) years verifiable experience working directly with persons with disabilities and be a Certified Employment Service Professional (CESP) or;
 - ☐ Hold a high school diploma or General Equivalency Diploma (G.E.D) with five (5) years verifiable experience working directly with persons with disabilities and have completed specialized training through an Association of Community Rehabilitation Educators (ACRE) certified Supported Employment and/or Customized Employment curricula or;
 - ☐ Hold a high school diploma or General Equivalency Diploma (G.E.D) with five (5) years verifiable experience working directly with persons with disabilities and have completed specialized training through an Association of Community Rehabilitation Educators (ACRE) certified Supported Employment and/or Customized Employment curricula within two (2) years.

HAWAII DEPARTMENT OF HUMAN SERVICES – Division of Vocational Rehabilitation
Job Coaching

AFFIRMATION OF QUALIFICATIONS

- ☐ Does not have the above qualifications but will provide direct services under this Service Specification and has a high school diploma or General Equivalency Diploma (G.E.D), has completed specialized training through an Association of Community Rehabilitation Educators (ACRE) certified Supported Employment and/or Customized Employment curricula, and will be under the direction and supervision of personnel who meet criteria in 2.3.1 of the Service Specification.
- ☐ Does not have the above qualifications but will provide direct services under this Service Specification and has a high school diploma or General Equivalency Diploma (G.E.D) and will complete specialized training through an Association of Community Rehabilitation Educators (ACRE) certified Supported Employment and/or Customized Employment curricula within two (2) years and will be under the direction and supervision of personnel who meet criteria in 2.3.1 of the Service Specification.
- ☐ Does not have the above qualifications but will provide direct services under this Service Specification and has a high school diploma or General Equivalency Diploma (G.E.D) and be a Certified Employment Service Professional (CESP) and will be under the direction and supervision of personnel who meet criteria in 2.3.1 of the Service Specification.
- ☐ Does not have the above qualifications but will provide direct services under this Service Specification and has a high school diploma or General Equivalency Diploma (G.E.D) and has a Job Coach Certificate from an accredited university (e.g., DVR sanctioned through San Diego State University, etc.) and will be under the direction and supervision of personnel who meet criteria in 2.3.1 of the Service Specification.

In signing below, I affirm that this person has the qualifications noted above and the documentation is on file with this business.

Printed Name

Title

Date