



25-ADM-01 – Pathway to Employment

Summary:

Outlines updated OPWDD HCBS Waiver requirements for Pathway to Employment services, effective April 1, 2025, supporting individuals with developmental disabilities in developing a personalized Career, Vocational, and Transition Plan toward competitive integrated or self-employment.

Key Points:

- Time-limited service: up to 12 months/425 hours; extensions to 24 months/556 hours with approval
- Community-based: at least 3 experiences and 30% of service hours; waivers possible
- Billing in 15-minute increments; individual and group options; billable planning, travel, training
- Required documentation: service notes, monthly summaries, Life Plan, Staff Action Plan, and final plan
- Staff training: 24 hours within 2 years, plus 6 hours annually; extension requests allowed
- Remote delivery allowed under ADM #2021-03R with telehealth standards
- Semi-annual reporting deadlines: April 30 & October 30
- Records retained for at least 10 years

Request Full Publication:

Free via the AMSI website's "Request a Standard or Send a Message" form.