

ACCES-VR NYS CASE Tier Requirements



Consortium for Advancing
and Supporting Employment

As outlined in the 2019 [Core Rehabilitation Services \(CRS\) Program Guide](#), based on documented hire date and level of experience, ACCES-VR requires the staff of CRS contracted vendor agencies to meet the following NYS CASE Tier completion requirements. See below for details. Please note that ACCES-VR granted a [training extension](#) for vendor agency staff who were previously required to meet NYS CASE Tier completion requirements by 12/31/2020.

1 Tier 1: Employment Services Delivery

Staff Role: New Job Placement & Supported Employment staff with less than 2 years experience providing employment services.

Completion Deadline: Within 24 months of the documented hire date in employment services.

2 Tier 2: Advanced Employment Services Delivery

Staff Role: Job Placement & Supported Employment Staff with more than 2 years experience providing employment services or staff who have completed Tier 1.

Completion Deadline: Within 24 months of the documented hire date in employment services or completion of Tier 1.

3 Tier 3: Employment Services Administration

Staff Role: Managers, Supervisors, Coordinators, & Director of the Employment Program who directly supervise staff providing employment services. *Aspiring leaders & staff on a management development track will need a supervisor's referral to NYS CASE to access Tier 3.*

Completion Deadline: Within 24 months of the documented hire date as supervisor of employment services staff. *It is also a suggested best practice that supervisors take Tier 1 or Tier 2 courses in topical areas that are new or of professional interest to them.*

4 Tier 4: Student and Youth Transition Services

Staff Role: Youth Transition Services Staff including Pre-Employment Transition Services (Pre-ETS) Providers.

Completion Deadline: Within 24 months of the documented hire date or date that staff started providing Pre-ETS services. *It is also a suggested best practice for any staff who is serving young people to take Tier 4 courses in topical areas that are new or of professional interest to them.*

5 Tier 5: Employer Engagement

Staff Role: Job Development & Job Placement Staff involved with creating & maintaining business partnerships.

Completion Deadline: Tier 5 is optional. Taking these courses is a suggested best practice for any staff who engage with businesses.

→ Continuing Education

Staff Role: All staff involved in providing and/or managing employment services and/or Pre-ETS services on CRS contracts.

Completion Deadline: Completion of at least 6 Continuing Education hours within 12 months and each subsequent 12 months thereafter of meeting the above-mentioned Tier Completion Requirements. See [CRS Guidelines](#) for details.

For Sole-Proprietors (Independent Contractors): ACCES-VR requires that Independent Contractors follow the same guidelines of "years providing employment services" described above. Independent contractors are not expected to complete Tier 3.