

GENERAL CRITERIA FOR ADMISSION

- Expressed interest in employment
- Able to attend scheduled hours of program
- Able to work in a group setting
- Eligible to work in the U.S.
- TB/PPD Clearance
- Meets SF Dept. of Behavioral Health criteria for services
- In good physical health and/or Physician's release to work
- Able and willing to travel to program site
- Able to manage psychiatric symptoms with minimal intervention
- Must have medication plan in place
- Currently not at risk for violent or criminal behavior
- Participating in a Harm Reduction Plan (if applicable)

How Do I Refer:

1. Make sure your referral meets the General Criteria for Admission
2. Complete Referral Form
3. Make copies of Psychiatric & medication records & relevant reports
4. Mail or Fax all the above to:

Intake Coordinator

intake@hire-ability.org

Phone: 415-282-9675 ext. 207

FAX: 415-920-6877

Hire-Ability
1234 Indiana Street
San Francisco, CA 94107



EMPLOYEE DEVELOPMENT PROGRAM



Prepare for a Job

www.hire-ability.org

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San Francisco, CA 94107**

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RAMS is a community based mental health agency in San Francisco. Hire-Ability, a program of RAMS, provides culturally sensitive vocational services to individuals with mental health disabilities. We value a harm reduction model and welcome individuals who are participating in a harm reduction plan (if applicable). The goal is to enable participants to find work and maintain work in the community. We offer services in English, Cantonese, Mandarin and Tagalog.

The **Employee Development Program (E.D.)** serves individuals who need basic job preparation and paid work experience in a structured group setting. Participants come to Hire-Ability's workshop setting up to five days a week are assigned a *Vocational Rehabilitation Counselor* who provides job skills training, conducts classes and follows their progress in the program.

The E.D. program assists participants in reaching their optimal level of vocational development by utilizing real work activity to aid them in the following areas:

- Understanding the meaning, value and demands of work
- Identifying special work characteristics needed to obtain competitive employment
- Learning or re-establishing skills, attitudes, personal characteristics and work behavior

- Developing appropriate work attitudes and habits by increasing interpersonal skills
- Working closely with treatment providers to identify psychiatric symptoms that create barriers to employment

The majority of the program is conducted in an assembly warehouse setting. Participants are in charge of assembling products that will be sold in the competitive marketplace.

Job Preparation:

- Job preparation classes and counseling
- Individual vocational counseling
- Classes on work habits and attitudes, personal care, communication skills and independent living skills

Vocational Support Services:

- Early identification of psychiatric relapse signs and proper interventions
- Coordination/collaboration with other treatment providers
- Vocational milieu support provided by trained staff, interns and volunteers.

There are on going written evaluations and progress reports on employment skills and vocational goals. These include but are not limited to:

- Productivity
- Work quality
- Attendance
- Punctuality
- Dress and Grooming
- Communication with others
- Group Participation
- Work Endurance

Outcome:

- Graduation and referral to our Employment Services Program to seek competitive employment
- On a case-by-case system, participants will be referred to other vocational programs when appropriate
- In some cases, volunteering or a return to school will be the outcome goal



www.ramsinc.org