



Peer Mentoring

The Mentor shall work in partnership with the Case Manager to create or strengthen each family's connections to community organizations and activities. The Contractor, through its Peer Mentors, shall:

- Upon receiving a referral from the Case Manager, meet with the Client and the Client's family to provide assistance in accomplishing goals stated in the service plan developed by the Case Manager.
- Develop, with the family, strategies to connect the Client and the Client's family with community resources, based on their interests and needs;
- Gather information needed to enhance the participation of client and the Client's family in their community, providing them with information that is in written format, such as literature or pamphlets, for future reference.
- Upon completion of services, provide a report to the Case Manager describing the process and the outcome of services.

Progress Report Requirements:

- The Mentor shall provide a written report regarding client progress and services to the DDA Case Manager at least quarterly (every ninety (90) days) or more frequently if deemed necessary by DDA.

Progress Reports shall include the following information, at a minimum:

- Identified service goals and objectives;
- Summary of the Client's progress towards achieving the service goals and objectives in measurable terms weekly
- Description of the types of service provided;

Specific service dates and times during the previous ninety (90) days; and (e)

Total number of service hours provided.

- When requested, the Mentors and DSHS shall meet to discuss services to Clients and to share and present information regarding Client needs.
- The Contractor shall, at no additional cost, provide information as requested by DSHS to evaluators regarding the services provided by the Contractor.

Qualifications

- Have to be 18 years or older
- Must complete a DSHS background check/ Mandated Reporter Training
- 1 year of experience working with families with disabilities

Pay rate: \$18.00-16.00 per hour

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