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## Timely Progress Reviews Start in November

Starting in November, MAXIMUS will begin distributing the first of the Timely Progress Review reports to ENs and state Vocational Rehabilitation (VR) agencies. The Timely



Progress notices will be sent for Phase I Ticket-holders who have had their Tickets in use more than 24

months. ENs will review their participation and report to MAXIMUS if the Ticket-holder has met the initial 24-month period requirements. For more information on Timely Progress Reviews, please visit the Ticket to Work Web site at: [www.yourtickettowork.com](http://www.yourtickettowork.com) or call MAXIMUS.

### What is Timely Progress?

Timely Progress refers to the guidelines used by the Social Security Administration (SSA) to determine if a Ticket-holder is making progress toward self-supporting employment. SSA considers the Ticket-holder to be making Timely Progress toward self-supporting employment when a Ticket-holder shows an increasing ability to work at levels that will reduce or eliminate his/her dependence on their cash benefits.

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## Message from the Training Manager:

Employment Network activity continued to increase during the month of October. Several ENs have begun to form EN associations such as proposed by John Coburn (September EN Forum guest host) and there was a 600% increase in the number of visitors to the EN Forum in September.

October turned out to be equally busy for the Training staff. In an effort to continue improvement in technical assistance and support to ENs, the Training staff updated the Training section of the Ticket to Work Web site. New features include EN training events, navigation

instructions for the EN Forum, and a new section for Ticket University online training.

Also a special thanks to Sandy Smith for hosting the October EN Forum Discussion on the EN Capitalization Project. To view transcripts of Sandy's presentation or past EN Forum discussions, please visit the EN Forum on the Ticket to Work Web site.

### Inside this issue:

- Upcoming EN Training Events
- Join the November 18th EN Forum
- Meeting the MAXIMUS Training Team

Terry Martin, Ed.D. Training Manager

## What is Timely Progress?

Continued....

The timeline for Progress Reviews and guidelines for Timely Progress are as follows:

If the Ticket-holder:	Ticket-holder is in this period:	Ticket-holder must work:	With this level of earnings:	At the end of the period, MAXIMUS will conduct the:
First assigned Ticket less than 24 months ago	Initial 24-month period	No work required, but Must be actively participating in employment plan.	Not Applicable	24-month progress review
First assigned Ticket 25-36 months ago	First 12-month progress review period	3 months out of 12	SGA level for non-blind beneficiaries	First 12-month progress review
First assigned Ticket 37-48 months ago	Second 12-month progress review period	6 months out of 12	SGA level for non-blind beneficiaries	Second 12-month progress review
First assigned Ticket 49-60 months ago	Third 12-month progress review period	6 months out of 12	Earnings sufficient to preclude Social Security disability and Federal SSI cash benefits for a month	Third 12-month progress review

Note: In later 12-month progress review periods, the work and earnings requirements are the same as in the third 12-month progress review period.

Any month(s) in which the Ticket is not assigned to an EN or state VR agency or any month in which a Ticket is not in-use is not counted toward the timelines described for Timely Progress. If it is determined that a Ticket-holder is not making timely progress toward self-supporting employment, MAXIMUS will find that the Ticket-holder is no longer “using” his/her Ticket. ENs are encouraged to visit the Ticket to Work Web site for details on Timely Progress Reviews at [www.tickettowork.com/training](http://www.tickettowork.com/training).

## Free EN Capitalization Training is Coming to a City Near You!

Locations	Dates
Las Vegas, NV	January 2005
New Orleans, AL	February 2005
Seattle, WA	March 2005
Additional Dates TBD	

Participants will be instructed in the use of the EN Capitalization Resource Directory as a tool for seeking and securing funding. The seminar will focus on developing strategic fund-raising processes. Particular emphasis will be given to accessing funding from foundations, and hands-on exercises to develop skills in fund-raising. The seminar will be conducted in **two identical three-hour ses-**

**sions.** The morning session will be conducted from **9:00 AM until 12:00 PM**, and the afternoon session from **1:00 PM until 4:00 PM**. **Participants may choose the most convenient location and session.** There is **no registration fee**, and Certified Rehabilitation Counselors will be awarded 2.75 contact hours.

# What You Should Know About Milestone Payments



According to data now being analyzed by MAXIMUS, many ENs are not getting paid the third and fourth Milestone payments before being switched to the Outcome payments at a reduced rate. Under the Outcome/Milestone payment method, an EN can receive up to four Milestone Payments for a Ticket-holder's earnings being above Substantial Gainful Activity\* (SGA) but not yet at the zero cash benefits level. The EN may submit a claim for payment for Milestones based on Figure 1. The dollar amount of the Milestone payments is based on the Payment Calculation Base (PCB). The PCB is last year's national average disability benefit paid under each of SSA's two disability programs (SSI & SSDI).

Figure 1: Payment Calculations Under the Outcome/Milestone Payment Method

Milestone	Achieved when Earnings are above SGA (months)	% of PCB	SSI Milestone Payment	SSDI Milestone Payment
1	1	34%	\$169	\$286
2	3 out of 12	68%	\$339	\$572
3	7 out of 12	136%	\$678	\$1,143
4	12 out of 15	170%	\$847	\$1,429

For 2004, the PCB for SSDI is \$840.61 and the PCB for SSI is \$498.34. The following chart outlines the four milestone payments that are available.

The Milestone payment period ends when the Ticket-holder's earnings are such that they receive a zero cash benefit. At that time, the Outcome payment period begins (No further Milestone payments will be made) where the EN may receive an Outcome payment at a reduced rate. The calculation for this payment is 34% of PCB minus 1/60th of the Milestone payments already

made. The following scenario, Figure 2, depicts a Ticket-holder and what could happen over a 12-month period, including reaching a zero cash benefit prior to the fourth Milestone.

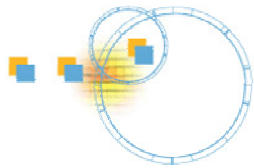
Figure 2: 12 Month Scenario Under the Outcome Milestone Payment Method

12 Month Period	Event	Revenue	
		SSI	SSDI
Month 1	Signs IWP	-	-
Month 2	Starts Work	-	-
Month 3	Earns Above SGA	\$169	\$268
Month 4 & 5	Earns Above SGA	\$339	\$572
Month 6-9	Earns Above SGA	\$678	\$1/143
Month 10	Achieves 0 Cash Benefits	\$149	\$252
Month 11	Achieves 0 Cash Benefits	\$149	\$252
Month 12	Achieves 0 Cash Benefits	\$149	\$252
1 Year Total		\$1633	\$2757

Note: in month 10, the EN switches to the Outcome payments at a reduced rate.

When making your decision on what payment method to use look at the current population you serve and the potential population you could serve in the future. Ask yourself how soon they will likely reach the zero cash benefits level. Remember you can change your payment option once in the first 12 months and then approximately every 18 months when allowed by the Social Security Administration. The change only affects new Tickets assigned after the date of the change. If you have questions about your payment option, please call us.

## Certified Rehabilitation Counselor (CRC) Contact Hours Available for Online Ticket to



CRC Contact Hours are available for successful completion of any Ticket to Work Online Courses. To receive CRC Contact Hours, contact Andrea Stapleton at [andreastapleton@maximus.com](mailto:andreastapleton@maximus.com) for enrollment information. Type "CRC Enrollment" in the subject field and include your Employer Identification Number (EIN).

### EN Capitalization & Ticket to Work Training Registration Form:

To register for an upcoming EN Capitalization & Ticket to Work Training session, you may either access the registration form at [www.yourtickettowork.com](http://www.yourtickettowork.com) and click on EN Capitalization Resources, or call 1-866-968-7842 ext. 6662.



### Keep Your Contact Information Up-to-Date

In order to keep you updated on the latest Ticket to Work news and information, we need you to keep us informed of any changes to your contact information. You can e-mail, fax, or write us with updates to this information, including the services you provide, groups served, and service area.



## Join the November 18th EN Forum Discussion

**Date:** November 18, 2004

**Time:** 1:00 -3:00 PM Eastern Time

**Topic:** Timely Progress Reports

### SSA Ticket to Work Program

For more information, please call us at the MAXIMUS Ticket to Work toll free number below, or visit us at our Web site at: [www.yourtickettowork.com](http://www.yourtickettowork.com)

1-866 YOURTICKET  
(1-866-968-7842)

Fax: 703-683-0957

Training resources for the business of Ticket!

**Topic Description:** Timely Progress Reviews are being distributed in November to ENs in Phase I states who have Ticket assignments over 24-months. Phase I states include Arizona, Colorado, Delaware, Florida, Illinois, Iowa, Massachusetts, New York, Oklahoma, Oregon, South Carolina, Vermont, and Wisconsin. Terry Martin, Training Manager, will be discussing the process and impact of the Timely Progress Reviews. Training encourages all ENs to join this informative forum.

### Directions to Navigate the EN Forum

Navigation instructions for the EN Forum can now be found on the Web site at [www.yourtickettowork.com](http://www.yourtickettowork.com) under "Training." If you are not currently enrolled in the EN Forum, please send an e-mail request to Andrea Stapleton at: [andreastapleton@maximus.com](mailto:andreastapleton@maximus.com) Type "EN Forum Enrollment" in the subject field and include your Employer Identification Number (EIN). Enrollment information and navigation instructions will be e-mailed back to you. The EN Forum is accessible by approved ENs only.



### CD-ROM Training Now Available

- 1. IWP Process
- 2. Payment Process

Contact your Ticket Training Team now!

We're on the Web!  
[www.yourtickettowork.com](http://www.yourtickettowork.com)

### Meet the MAXIMUS Training Team



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