



## Build an environment for change

There may be different reactions from management, existing employment support staff, consumers, family and the wider community, so it is important to build a strong consensus prior to implementation. The first step is to determine who you will inform and involve from your network of key stakeholders in the implementation process.



## Increase your knowledge of IPS

Research and read relevant IPS evidence based supported employment literature. Disseminate information to motivated and supportive team members. Distribute recovery stories.

[Access resources from Centre of Mental Health here](#)

[Access IPS Grow Commissioning Guidance - Why Invest?](#)



## Arrange for an IPS presentation - ask IPS Grow!

The Regional IPS Grow Lead can visit your service and provide a presentation on IPS, tips for developing IPS capability and why we create a steering committee.



## Seek executive management approval

Strong leadership and senior endorsement is critical to IPS uptake. Put a proposal forward to management regarding the intention to build and deliver an integrated IPS program in the existing mental health trust. Have executive management involved in the planning, implementation and monitoring of the program.



## Assess which mental health teams will host the IPS program

Mental health teams have their own scope and capacity. Identify along with relevant staff, which mental health team(s) will implement and host a IPS employment specialist. Ensure there is an office space, desk, chair and cabinet and car park made available. The IPS ES will need a portable laptop, remote dongle, cell phone and vehicle in rural and remote locations.



## Identify a potential IPS champion

This person will continuously reinforce the benefits of employment as a vehicle of recovery.

They will remain conversant of IPS developments at a local, national and international level. They will endorse and promote the IPS model throughout the local service/Trust and with key stakeholders - *They are the purveyors of IPS in your employment service!*



## Prepare for IPS bid

- Demonstrate your commitment to co-locating an IPS employment specialist into the mental health service/team and how they would be supported whilst spending at least 3 days co-located at a MHS.
- Clearly define the level of supervision, administration and training support provided to the IPS employment specialist.

- Express a desire to support intense and integrated services with a dedicated caseload of registered clients, with an interest in supporting people with mental health complexities into paid competitive employment.
- Reveal how your appointed IPS employment specialist will carry out all phases of the employment service from referral/intake right through to job placement and post placement support.
- Determine appropriate strategies for positive engagement between IPS employment specialist and MHS clinicians and support staff. Identify how they will gain access to the case records system.
- Show your understanding of the mental health service, team and cohort, the community and key stakeholders.
- Commit to the monitoring and evaluation of the program and employment outcomes including fidelity reviews.
- Demonstrate resource levels for the IPS employment specialist such as a cell phone, access to transport and a laptop, remote working dongle or similar.
- Explore the opportunity to showcase your service successes and prepare to discuss the culture of your organisation, motivation to implement IPS and application of recovery and social inclusion in your service.
- You may also like to think about providing additional references, feature articles or any other materials that will add value to your IPS tender.



## **Prepare to integrate**

If invited to gain wave 2 funding, you will work in partnership alongside the MHS traditional services and agree to conditions set out in a Local Partnership Agreement which determine guiding principles of partnership and engagement. You need to explore the roles, responsibilities and expectations of the agreement and senior management will sign this off.



## **Formulate an IPS steering committee**

This is the operations group made up of leadership from the MHS, site coordinator, IPS champion, employment specialist and any other support staff. This committee is essential to the IPS program success, providing structure, monitoring and quality improvement measures.



## **Identify relevant delivery partners in your MHS catchment**

IPS works with an understanding of local other services to support in work support, training etc. as needed. A link with the local Recovery College is useful. An understanding of local training providers and other supported employment providers can enhance service capability.

NOTE: The IPS service is often the only key focus on employment by the clinical team and is essential to promote the value of work and health as part of the recovery agenda.