Reporting Services in EIM for CIES Program (MRC Providers Only)

The Competitive Integrated Employment Services (CIES) program consists of five separate service components, each associated with a specific client outcome. Depending on the service agreement each provider has with a given department, providers will bill for all five or a subset of the components listed below.

Component	Outcome
Intake, Evaluation, and Assessment	Client engages in services, articulates initial goals, and commits to a service plan.
Job-Targeted Educational and Skills Training Activities	Client is prepared to enter job search and placement for initial employment in a competitive environment or is prepared to reach stabilization in a targeted work environment, with additional supports as necessary.
Job Development and Placement	Initial competitive employment is retained for at least 30 days.
Initial Employment Supports	Client makes progress toward stability and confidence in job duties and workplace relationships and has retained employment for 90 days.
Ongoing and Interim Supports	Client maintains stable employment or achieves re-employment with supports where and when needed.

When entering a Service Delivery Report (SDR) in EIM for clients, attendance codes must be referenced on the day that services were provided. Below are reference tables which listed the attendance codes for both component-based and hourly-based billing to assist MRC providers when billing in EIM for the CIES Program.

CIES Component-Based Procurement: Statewide Employment Services (SES)

Below is a table to reference component-based attendance codes when entering the Service Delivery Reports (SDR) in EIM for the CIES Program:

Service Code	Description	Attendance Status Code	Unit Type	Unit Increment
INTAKEINB	Intake, Evaluation & Assessment: Initiation	AI	Day	1
INTAKECMB	Intake, Evaluation & Assessment: Completion	AC	Day	1
JOBDEVINB	Job Development and Placement: Initiation	JI	Day	1
JOBDEVCMB	Job Development and Placement: Completion	JC	Day	1
INITIALINB	Initial Employment Supports: Initiation	II	Day	1
INITIALCMB	Initial Employment Supports: Completion	IC	Day	1
ONGOING	Ongoing/Interim Supports	OS	Min*	15

CIES Component-Based Procurement: Vocational Rehabilitation Services (VR)

Below is a table to reference component-based attendance codes when entering the Service Delivery Reports (SDR) in EIM for the CIES Program:

Service Code	Description	Attendance Status Code	Unit Type	Unit Increment
INTAKEINB	Intake, Evaluation & Assessment: Initiation	AI	Day	1
INTAKECMB	Intake, Evaluation & Assessment: Completion	AC	Day	1
JOBTARGINA	Job-Targeted Educational and Skills	EI	Day	1

	Training Activities: Initiation			
JOBTARGCMA	Job-Targeted Educational and Skills Training Activities: Completion	EC	Day	1
JOBDEVINB	Job Development and Placement: Initiation	JI	Day	1
JOBDEVCMB	Job Development and Placement: Completion	JC	Day	1
INITIALINB	Initial Employment Supports: Initiation	II	Day	1
INITIALCMB	Initial Employment Supports: Completion	IC	Day	1
ONGOING	Ongoing/Interim Supports	OS	Min*	15

CIES Component-Based Procurement: Partnership Plus

Below is a table to reference component-based attendance codes when entering the Service Delivery Reports (SDR) in EIM for the CIES Program:

Service Code	Description	Attendance Status Code	Unit Type	Unit Increment
INITIALCMB	Initial Employment Supports: Completion	IC	Day	1
ONGOING	Ongoing/Interim Supports	OS	Min*	15

The following will be billed on an hourly basis for MRC Providers:
- Ongoing Supports under the Component-Based Procurement

*Hours of Service Reported/Number of Units entered in EIM for these components:
- 15 minutes = 1 Unit in EIM
- 30 minutes = 2 Units in EIM
- 45 minutes = 3 Units in EIM
- 60 minutes = 4 Units in EIM

* A maximum of 8 hours, or 32 units, may be billed per day.

Hours of Service Reported	*Number entered in EIM
1	4
1 ½	6
2	8
2 ½	10
3	12
3 ½	14
4	16
4 ½	18
5	20
5 ½	22
6	24
6 ½	26
7	28
7 ½	30
8	32

Questions or need assistance?
Call Virtual Gateway Customer Service
1-800-421-0938
(617-847-6578 - TTY for the deaf and hard of hearing)
8:30 am to 5:00 pm Monday through Friday