

SOUTH BAY VOCATIONAL CENTER



**PSA
Information**

**Personal
and Social
Adjustment
Program
(P.S.A.)**

PERSONAL AND SOCIAL ADJUSTMENT PROGRAM

The focus of the P.S.A. program is to assist those individuals who desire access to outside employment opportunities, but who face barriers to obtaining and maintaining a job in a community-based workplace. P.S.A. services are also available to you if you have tried and been unsuccessful in community-based employment.

Staff to client ratio is 1:1 – 1:2, depending upon the program component. The average length of the P.S.A. program is 60 hours, spread over a period of three months.

Programs are tailored to your individual needs and address a variety of areas. available components include the following:

- Behavior Management
- Functional Skills
- Health Maintenance
- Mobility Training
- Communication Skills
- Grooming and Hygiene
- Self-advocacy and Empowerment
- Leisure, Social and Recreational Activities
- Job Readiness, Retention and Pre-Vocational

P.S.A. Services are offered on site at South Bay Vocational Center, or at a specific community or work site as appropriate.

**SOUTH BAY
Vocational Center**



**SOUTH BAY
Packaging And Assembly**

1526 West 240th Street, Harbor City, California 90710
TEL: 310/784-2032 • FAX: 310/539-6342 • www.sbvcl.com

Corey Sylve
President and Chief Executive Officer

Clare Grey
Vice President and C.O.O.

PSA CLIENT HANDBOOK

I, _____ the undersigned client of the South Bay Vocational Center, have received a copy of the South Bay Vocational Center PSA Client Handbook. The contents of this handbook have been read and explained to me by the undersigned South Bay Vocational Center staff person.

I understand and agree to abide by the rules and regulations described in this handbook.

Client Signature

Date

Conservator (if applicable)

Date

South Bay Vocational Center (representative)

Date

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SUPPORTED EMPLOYMENT

CLIENT WORK COMMITMENT

I, _____, am interested in working in community-based employment. I will cooperate with the South Bay Vocational Center Supported Employment staff before, during, and after, the process of obtaining the job of my choice. However, if I choose a job and later decide I'm not happy with my choice, I will let my Job Coach and immediate supervisor know as soon as possible.

I, _____, will not walk off a job nor will I quit without considering the employer's needs. In considering the employer and my employment record, I will give my employer a minimum of two weeks notice. I understand that if I develop a medical problem that prevents me from carrying out my work duties, I will be allowed to resign immediately.

I, _____, will have a Job Coach on the job and off the job for any training that the Job Coach deems necessary. The Job Coach will continue with my training until he/she feels that I am stabilized (independent) in my position. This decision will be made with the input of my employer.

Client Signature

Date

Vice President Signature

Date

Witness/Job Coach

Date

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Harbor City, CA 90710
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