**IPS MILESTONE DOCUMENTATION REQUIREMENTS**

*Effective as of 7/10/2023*

**Milestone 1:**

* Career Profile
* Job Search Plan (added, already part of IPS Fidelity requirements)

**Milestone 2:**

* IA IPS Milestone Progress Report (new form)
* Job Development Log (monthly log for all job development activities, regardless of client)
* Job Development Monthly Report Form (individualized per job seeker)
* Job Start Form (formerly listed as “Placement Report”)

**Milestone 3:**

* IA IPS Milestone Progress Report, Updated
* Job Analysis form (added, required IVRS form)

**Milestone 4:**

* IA IPS Milestone Progress Report, Updated
* Time-Unlimited Support Report (formerly listed as “Employment Training Plan;” no longer required at Milestone 3)
* Job Support Plan (formerly required at Milestone 3; to replace “Plan for Natural Supports/LTJC Supports”)