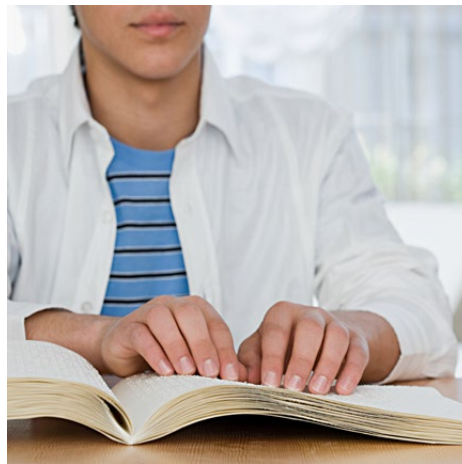
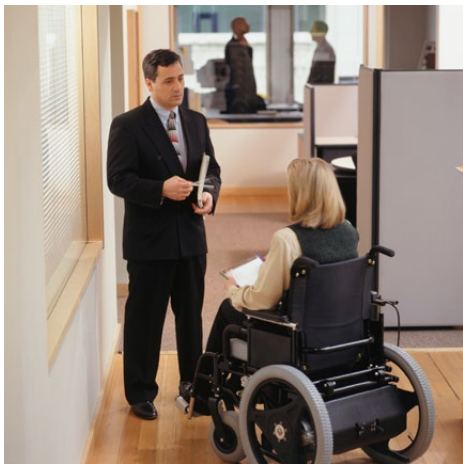


Train Talent

What Is OJT?

On-the-Job Training (**OJT**) is an opportunity for you, the employer, to mentor a person with a disability, helping them develop the skills needed to realize their career goals.

During OJT, the trainee interacts on a regular basis with employees who do not have disabilities, holds a regular position, and is paid no less than minimum wage. OJT helps people with disabilities get used to the employment environment while gaining valuable work experience.



Who Arranges OJT?

VR staff or employment providers will arrange an OJT and coordinate placing the person in the training and any follow-up services needed.

All parties will work closely together to develop an OJT experience that will benefit both the trainee and the employer.

After training begins, VR staff or employment providers will continue to offer support to the trainee and employer, including assistance with invoicing.

How To Participate:

- 1.** A VR employment provider or your business may become the employer of record for an OJT. Visit the New Vendors page on VR's website: www.Rehabworks.org to register any business that will be the employer of record.

We can help you with your application, or you can follow the instructions under "How to Register to Become a Vendor." If you have any questions, contact Vendor Registration at (866) 580-7438 or by email at vrvendors@vr.fl DOE.org.

- 2.** Coordinate an agreement with VR staff and the trainee that establishes salary, the type and length of training, and lists any other costs associated with training.

We look forward to working with you to create the best possible training experience for all involved. If you'd like more information, contact a VR Business Relations Representative at VRBusinessRep@vr.fl DOE.org.



Benefits for Employers

By participating in OJT, you have the opportunity to see if the job and your business are a good fit with the trainee.

VR may provide:

- Reimbursement for the trainee's wages, taxes, and benefits.
- Support services (uniforms, tools, bus passes)
- Job-site assessment and any needed accommodations
- VR will provide Workers' Compensation coverage for adult and youth work experience participants.

Did you know?

Businesses who participate in OJT or internships for people with disabilities are 4.5 times more likely to hire a person with a disability.

The Florida Vocational Rehabilitation program receives 78.7 percent of its funding through a grant from the U.S. Department of Education. For Federal Fiscal year 2018, the total amount of grant funds awarded were \$161,765,853. The remaining 21.3 percent of the costs (\$43,781,610) were funded by Florida State Appropriations.

Revised August 2018

Myth vs. Fact

Myth: Accommodations will be too expensive.

Fact: Most accommodations are free or cost less than \$500, and VR will provide advice on how to make accommodations, if needed.

Myth: If I hire a person with a disability, I will have to give them extensive training.

Fact: VR offers qualified applicants who are ready to work or On-the-Job Training to get the employee properly trained for the job.

Myth: My employees are not comfortable working with a person who has disabilities.

Fact: Workers with disabilities can have a positive effect on coworkers, and VR offers on-site Disability Awareness Training.

Myth: There are no benefits from hiring a person with disabilities.

Fact: People with disabilities have fewer scheduled absences and stay on the job longer than those without disabilities. This also helps businesses to reduce turnover costs.

Myth: It is too costly to participate in OJT.

Fact: VR will pay for uniforms, background checks, and other necessary costs for the trainee including specialized equipment. Trainees are paid the way other employees are paid, VR then reimburses for the gross wages.

