

# Process Evaluation of Individual Placement and Support and Participatory Workplace Intervention to Increase the Sustainable Work Participation of People with Work Disabilities

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## Appendix 2: Description of PWI

The process of PWI consists of three steps. In the first step, the tasks and the presence of possible corresponding obstacles are evaluated by the client and process leader and the supervisor and process leader, separately. In the second step, the process leader, supervisor, and client get together and reach consensus on the most important obstacles to address. A brainstorm session on solutions takes place and the most fitting solutions are put into an action plan. In the final step, an evaluation is conducted to determine whether the agreed upon actions have been carried out and whether the obstacles are solved. If important obstacles still exist, the process can start again at step 1 or 2. Actual PWI can only begin after a client started work, an internship, or education, but since professionals indicated they wanted to start coaching immediately, an optional introductory part was added to PWI: the preparatory PWI. This could be used during the search for competitive employment and aimed to identify and solve obstacles for starting employment. In the preparatory PWI, similar steps are conducted as in PWI, but with only the professional and the client as participants in the conversations.

*Table 4 : Description of Participatory Workplace Intervention in steps*

| Steps              | Sub-steps       | Who is involved           | When does this take place                  |
|--------------------|-----------------|---------------------------|--------------------------------------------|
| 0) Preparatory PWI | <i>Optional</i> | Process leader and client | While searching for competitive employment |

|                                                                       |                                                                                          |                                                 |                                                                                                                                                                                                                   |
|-----------------------------------------------------------------------|------------------------------------------------------------------------------------------|-------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                       |                                                                                          |                                                 |                                                                                                                                                                                                                   |
| 1) Task analysis & identification of obstacles <i>with client</i>     | Task analysis and discussion about obstacles for maintenance of the job                  | Process leader and client                       | Timing depends on when the client and supervisor both have had sufficient time to assess work functioning, content, and challenges of the job. This was generally between 2 and 6 weeks after starting employment |
|                                                                       | Prioritize obstacles                                                                     |                                                 |                                                                                                                                                                                                                   |
|                                                                       | Choose (maximum of 3) most important obstacles                                           |                                                 |                                                                                                                                                                                                                   |
| 2) Task analysis & identification of obstacles <i>with supervisor</i> | Task analysis and discussion about obstacles for maintenance of the job                  | Process leader and supervisor                   |                                                                                                                                                                                                                   |
|                                                                       | Prioritize obstacles                                                                     |                                                 |                                                                                                                                                                                                                   |
|                                                                       | Choose (maximum of 3) most important obstacles                                           |                                                 |                                                                                                                                                                                                                   |
| 3) A. Brainstorm session                                              | Discuss discrepancies between the client and supervisor in perceived tasks and obstacles | Client and supervisor, guided by process leader | As soon as possible after the task analysis                                                                                                                                                                       |
|                                                                       | Choose a maximum of 3 mutual obstacles to work on                                        |                                                 |                                                                                                                                                                                                                   |
|                                                                       | Brainstorm about possible solutions for each obstacle                                    |                                                 |                                                                                                                                                                                                                   |
| B. Prioritize solutions                                               | For each solution, assess feasibility and expected effectiveness                         |                                                 |                                                                                                                                                                                                                   |
|                                                                       | In consensus, choose the most fitting solutions                                          |                                                 |                                                                                                                                                                                                                   |
| C. Action plan                                                        | Determine which steps should be taken to put solutions into practice                     |                                                 |                                                                                                                                                                                                                   |
|                                                                       | Describe who will do what, when, and how                                                 |                                                 |                                                                                                                                                                                                                   |
| 4) Evaluation                                                         | Evaluate whether solutions were carried out                                              | Client and supervisor,                          | Timing depends on content of the action plan                                                                                                                                                                      |

|  |                                                              |                              |  |
|--|--------------------------------------------------------------|------------------------------|--|
|  | Evaluate whether solutions took away or alleviated obstacles | guided by job process leader |  |
|  | Evaluate whether additional obstacles still exist            |                              |  |