



AMSI IEE1 – Initial Intake: Employment Eligibility Declaration

First Draft Edition – 2024

Summary:

Sets requirements for confirming U.S. work eligibility during the intake process for Supported Employment (SEMP) services for individuals with IDD, ensuring compliance with the Immigration Reform and Control Act (IRCA) while avoiding misuse of Form I-9.

Key Points:

- Uses a standardized Employment Eligibility Declaration form at intake
- Confirms work authorization without substituting for employer's I-9 process
- Reduces documentation duplication and stress for individuals and families
- Includes staff training on legal compliance and prohibited actions
- Provides annexed declaration form for consistent application

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