THE VOCATIONAL REHABILITATION PROCESS AND CHOICES IN THE PROCESS

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Title 34 Code of Federal Regulation-Education 370.2 This document complies with Wis. Stat. §75

Eligibility and VR Waiting List:	Gather Information on Jobs & Disability	Plan for Employment (IPE)	Employment & Follow up	Closure - End VR Services (at this time)
Eligibility: You are eligible if your disability is stopping you from getting or keeping a job that uses your skills and abilities. AND You require VR services to deal with your disability limitations so you can reach your job goal. Waiting List: When VR does not have enough funding, VR must use a waiting list process called Order of Selection. An eligible person will be placed on the waiting list and contacted by VR when VR can work with them. As people get jobs, VR contacts the next names on the waiting list. Choices: Bring your disability information to VR or sign release forms so VR can get disability records. Ask VR to pay for a disability evaluation if you do not have complete or current disability information. Timeframe: 60 days	Questions to Answer: Do you know what types of jobs match your skills? Do you know if those jobs are available where you plan to live and work? If you receive disability benefits: 1. Do you want a job that pays enough to replace some or all of your benefits? 2. Do you know how many hours and the rate of pay you can earn before it affects your benefits? How can the limitations caused by your disability or disabilities be addressed? Do you need your disability assessed by an expert who can answer those questions? Choices: Find the answers to these questions and share them with your VR counselor. Work with your VR Counselor to find the answers. Select service providers who can help you find the answers.	The Plan Lists the Services You Will Receive from VR When writing your employment plan, you and VR need to agree on the job goal and what you and VR need to do to reach goal. Questions to Answer: What will you need to do address the limitations of your disability or disabilities? What will you do to learn the skills for your job goal? (Examples: schooling, work-experience, on-the-job training?) Do you need new assessments to answer these questions? Choices: Write the Plan with VR help, by yourself, or with help from someone else. Work with your VR Counselor to find the answers. Select service providers who can help you find the answers Timeframe: 90 days	Seeking Employment: You are ready to apply for jobs or change jobs if your current job is not suited to your skills. Do you know how to use Job Center resources to find jobs? What type of help do you need for your job search? Job Follow Up Activities: When you are hired, keep in touch with VR to let your VR counselor know how it is going. If you find there are things you cannot do, contact your counselor right away. Follow along for at least 90 days. Choices: You can extend the 90-day follow along if you are having problems on the job.	When Active VR Services Stop, Your VR File is Closed VR should not close your case until you and your VR Counselor discuss it. If you cannot be reached, VR will close your case. This allows VR to serve people on the waiting list. Reasons to Close Your Case: 1. You are working at a job related to your job goal 2. Your disability or personal matters are keeping you from working with VR at this time 3. You cannot risk losing your disability benefits such as your health care benefit. 4. You cannot get a job that replaces your benefits. Choices: You can reapply to VR at any time. Your VR case will be closed when you are successfully employed or when you are not able to actively work on reaching your job goal.