

Policy Transmittal

Vocational Rehabilitation



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Authorized signature

Number: VR-PT 22-01
Issue date: 04/01/2022

Topic: Other

Due Date: 04/01/2022

Subject: Post-Employment Services update

Applies to (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging: {Select type} | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children's Intensive In Home Services |
| <input type="checkbox"/> County DD program managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Vocational Rehabilitation Staff |
| <input type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

This transmittal provides clarification and guidance on the use of Post-Employment Services in an Individualized Plan for Employment as defined by the Rehabilitation Services Administration (RSA) in [FAQ 22-03](#) (3/11/2022).

POLICY:

Post-Employment Services (PES) are defined as services that:

- Occur after the client achieves an employment outcome,
- Require an amendment to the Individualized Plan for Employment (IPE),
- Are limited in scope and duration,
- Do not require complex and comprehensive service provisions,
- Occur before the individual is reported as exiting the Vocational Rehabilitation (VR) program.

PROCEDURES:

Procedure To Be Discontinued:

The current PES Form and Service Category in ORCA shall no longer be used.

- The PES Form and PES service categories do not meet the definition of Post-Employment Services as provided by RSA.

New Procedures

The client's case file may no longer be reopened once it has been closed.

- If a former client returns to VR, a new case file must be opened before offering services to that individual.
 - If the client's previous eligibility documents remain current and valid, the counselor may use these documents to expedite the application and eligibility determination process.
 - The VRC must determine what constitutes current and valid.
 - If the client's previous eligibility documents are no longer acceptable, new eligibility documents may be required.

PES is no longer an allowable service category.

DISCUSSION:

Prior to this guidance, Oregon VR allowed a previously closed file to be reopened under a service provision identified in ORCA as Post-Employment Supports (PES).

Based upon clarification provided by [RSA on 3/11/2022](#), PES as a service provision is no longer permissible. Once a client's case file has been closed, this case file may no longer be reopened.

An Example of Post-Employment Supports:

A client is employed in a community integrated setting and followed by the Vocational Rehabilitation Counselor (VRC) while awaiting job stability.

The VRC realizes that the client requires an assistive technology support to maintain their job. The support was not previously identified in the IPE.

The VRC amends the current IPE to include the required service. (*The service is categorized as a Post-Employment Support in the backend of ORCA. No action by the VRC is required.*)

If the needed support is identified after the file is closed, a new case file must be created to provide the service.

This new client case file must meet all established eligibility requirements.

DEFINITION:

[34 CFR § 361.5 Applicable definitions.](#)

(c)(41) **Post-employment services** means one or more of the services identified in § 361.48(b) that are provided subsequent to the achievement of an employment outcome and that are necessary for an individual to maintain, regain, or advance in employment, consistent with the individual's unique strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.

(Authority: Sections 12(c) and 103(a)(20) of the Rehabilitation Act of 1973, as amended; 29 U.S.C. 709(c) and 723(a)(20))

REFERENCES:

Rehabilitation Services Administration. [Frequently-Asked Questions: Post-Employment Services \(FAQ 22-03\)](#) (3/11/2022)

[34 CFR § 361.5\(c\)\(41\)](#) Post-Employment Services (definition) and **Note** to paragraph(c)(41)

[34 CFR § 361.48\(b\)](#) Services for individuals who have applied for or been determined eligible for vocational rehabilitation services.

Workforce Innovation and Opportunity Act (WIOA) ([29 U.S.C. § 3141](#)) Performance accountability system.

Field/stakeholder review Yes No

If yes, reviewed by: VR Executive Team, Branch Managers, Field Staff, VR-SRC Policy Legislation & Budget Committee

If you have any questions about this action request, contact:

Contact(s): VR Policy Team	
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Email: VR.Policy@dhsosha.state.or.us	