

# Oregon Vocational Rehabilitation – Youth Services

# Frequently Asked Questions

June 21, 2023

This document contains frequently asked questions about upcoming changes to Youth Transition Program (YTP) contracts between Vocational Rehabilitation and school districts or other entities. The questions are a running compilation gathered from multiple audiences including VR staff, school district transition specialists, administrators, and business office staff. The document will be updated periodically; please refer to date at the top for most recent information.

1. Who are the VR staff who will be verifying and authorizing services?

For potentially eligible students, and students who have applied but are not yet in plan, this will be the VR youth team. For eligible students in plan, it will be the VRC.

2. Do TSs stop entering Pre-ETS into the database at this point?

No, there is an interim plan that TS are currently using the track Pre-ETS through a Microsoft Form.

3. If branches get calls and questions, who do we direct them to?

a. Michelle Markle for YTP: [michelle.markle@odhs.oregon.gov](mailto:michelle.markle@odhs.oregon.gov)

b. Sheri Boyd for VR and TTAN: [sheri.boyd@odhs.oregon.gov](mailto:sheri.boyd@odhs.oregon.gov)

4. If VR is pulling from other funds for the time being – how does this impact VRs overall budget? What is impact?

a. Impact is urgency of action so that accessing other funding is not a long-term situation. VR is still required to spend 15% of its federal allotment on Pre-ETS.

5. Risk assessment regarding shifting to fee for service, not requiring match, etc.? How many placements and outcomes?
  - a. We will continuously be monitoring and evaluating potential risks, benefits, and quality of outcomes.
6. How can we use lessons learned from agency and service providers to what we build?
  - a. Partner feedback will be built into this entire process.
7. Will ORCA be updated to capture all of this?
  - a. Yes. VR will be working with Alliance for the development of the Pre-ETS Portal. This Pre-ETS Portal will be for all Pre-ETS verification and authorization exchange, data entry of Pre-ETS and Pre-ETS invoicing.
8. Can we see the position description of the recruits?
  - a. Yes, this has been provided to all Branch Managers and can also be requested from Sheri Boyd, [sheri.boyd@odhs.oregon.gov](mailto:sheri.boyd@odhs.oregon.gov).
9. Who will be providing training for all the people in all the newness?
  - a. The four new Transition Service Coordinators will provide training once hired. Until then other members of the VR Youth Team will. There will be monthly "Welcome to YTP" virtual events for new hires and members new to YTP. Dates TBD.
10. Could WBCs take a more active role in welcoming and training new TSs?
  - a. Regional Workforce and Business Coordinators can provide resources and training on Business Engagement once Transition Specialists have been onboarded.

11. What will VR pay for if not salary or benefits?
  - a. Services: Pre-ETS and other VR services.
  - b. Directly associated travel costs.
  
12. What is the incentive or benefit to districts to stay in?
  - a. Potentially more flexibility in how to use FTE.
  - b. No minimum FTE requirement.
  - c. Coordinated direct services to more students resulting in better PSO outcomes.
  
13. How can I make sense of this to my budget people and school board?  
People are in positions... but only the district portion is approved in budgets? Request for actual scripts with how to translate what this means.
  - a. See other state examples of fee for service models. Contact Michelle Markle, [michelle.markle@odhs.oregon.gov](mailto:michelle.markle@odhs.oregon.gov).
  
14. What is the reasoning behind the districts not having to buy in and what is the impact on the YTP specialist?
  - a. To simplify the accounting of dollars and time, impact will be that district pays for any service or time not authorized by VR. Will impact Maintenance of Effort for VR in a few years.
  
15. In the findings, is that applicable to spend down money or just to the new 23-24 contract?
  - a. Current 2019-2023 are status quo. Districts may continue to follow the established processes to spend down dollars for 2021-2023.
  
16. In the new contracts, does this mean we no longer serve students who drop out and at what point would we stop service?
  - a. This is not yet determined. VR plan services include youth ages 14-24 regardless of school status.

17. What does fee for service look like vs the student count we currently work towards?
  - a. Hours worked must be translated into hours for arrangement and provision of five required Pre-ETS and/or any other PRE-approved VR service. Documentation of completion of each service for each student must be submitted with accuracy in order for district to receive payment.
  
18. Can we add a coordinator position to next year now in order to help account for all of this (consortium site)?
  - a. This is not yet determined. However, coordination of people is not the same as coordination of Pre-ETS.
  
19. How do we pay for training, supplies, materials, tech, etc.?
  - a. This is not yet determined; however, this is being considered and included in the development of rate setting policy.
  
20. Will we still be district employees?
  - a. Yes, there continues to be a strong desire to have school staff provide these services as they have more direct access to students and families.
  
21. Can VR please fund full time year-round so that our summer months count toward PERS retirement? (50 hours/month requirement)
  - a. Currently YTP Transition Specialists are employees of their school districts, and questions relating to pay, classification, and benefits should be directed toward your HR departments.

22. What are the parameters around schools that opt out but still want VR services?
  - a. Currently schools that do not access YTP receive Pre-ETS through our VR Youth Team and TTAN contracted partners and receive VR Transition Services through IPE.
  
23. Is there an example of what a YTP contract looks like?
  - a. Current YTP contracts will be ending very soon and are managed solely by the contract administrator Michelle Markle. New contracts may be more accessible to additional VR staff, this is still to be determined.
  
24. With external partners for youth programs, how/when will they be enlisted?
  - a. Michelle Markle will do direct recruitment.
  
25. Can you tell us any more about what pre-ETS might look like in the schools? A lot of the YTP specialists are concerned about changes to their role.
  - a. Contracts, process and documentation will change significantly. The most significant potential change to services is that YTP TSs may no longer be providing Job Development or Job Coaching.
  
26. What will be the rate? Need to know so we can do our own cost configurations.
  - a. This is not yet determined, however with the support of technical assistance we are diligently working to create Rate Methodology policy that will be reviewed by RSA.
  
27. Is there still going to be a YTP Core Student Base?
  - a. This is not yet determined, however YTP contracts will include a minimum number of students to be served.

28. When will we know if districts opt out?
  - a. There are three ways in which districts may opt out in the coming months:
    - i. They do not sign the 23-24 YTP contract extension,
    - ii. They choose not to enter into a new contract with VR, or
    - iii. Either party may mutually terminate at any time within the duration of the contract.
  
29. Can we get an example of what kind of service would no longer be allowed?
  - a. End of biennium spend down will end June 2023. Also, job development and job coaching can no longer be paid out of Pre-ETS dollars as these are considered VR employment services.
  
30. Can VRCs be the authorizers of service?
  - a. Yes. The Youth Planning Team will be working on policy and internal control to address this.
  
31. Will TS still be able to be parttime YTP?
  - a. Yes. This decision will be determined by each school district.
  
32. Can we get a sample IPE for YTP? A sample contract budget / flow?
  - a. Once all new requirements are determined and we have sufficient policy and internal controls approved by RSA, we can begin to rebuild a resource library.

- 
33. How can we provide consistency in contracting, especially around non duplication of IDEA and authorization of services?
    - a. Once all new requirements are determined and we have sufficient policy and internal controls approved by RSA, we can begin to rebuild a resource library.

You can get this document in other languages, large print, braille or a format you prefer free of charge. Email [vr.info@odhsoha.oregon.gov](mailto:vr.info@odhsoha.oregon.gov) or call 503-945-5880 or 877-277-0513. We accept all relay calls.