

Oregon Vocational Rehabilitation

Pre-employment services rate setting

11/20/2023

This document provides a summary of Vocational Rehabilitation (VR) pre-employment services rate setting information.

What regulations govern rate setting?

Program rules for rate setting must conform to applicable state, local, tribal laws and regulations, and procurement regulations conform to Federal regulations and standards identified in 2 CFR Part 200.

What services will be covered by the rate setting?

- [Pre-employment transition required services](#) (34 CFR 361.48(a)(2))
- [Pre-employment transition services coordination activities](#) (34 CFR 361.5(c)(55))
- [Pre-employment transition authorized services](#) [34 CFR 361.48(a)(3)]

Who will set the rates?

VR Executive Program staff are responsible for rate creation. The staff may include the Business Operations Manager, Youth Services Manager, Deputy Director of Direct Services, and Deputy Director of Administration. They must identify all the types of purchased Program youth services in which established rates are needed (see 34 C.F.R. § 361.48).

When will new rates be effective?

The rates are anticipated to be effective July 1, 2024.

What information is considered before rates are set?

The process to create rates must include and document:

- Identify like services
- Review current agency like service rates
- Review partner agency like service rates
- Review neighboring state same service rates
- Review similar state (size, placement of VR within state organization, etc.) same service rates
- Identify and set a benefit rate that matches State of Oregon Employees in a similar salary range
- May allow for minimum hourly wage for service providers within hourly rate.
- Review of actual Program expenses per service and per student for past three program years
- Review cost associated with Pre-Employment transition services authorized services for past three program years
- Forecast future needs of all potentially eligible students with a disability against historical percentage served students with a disability
- The Program may consider the feasibility of maintaining partnerships between education programs and the Program to successfully serve students and youth with disabilities given the proposed rates
- The Program may consider the feasibility to manage forecasting and fiscal monitoring given staff and case management resources

All costs must meet federal requirements (be reasonable, allowable and necessary).

What kinds of costs are considered?

- Cost of providing services
- Administrative costs
- Training and supplies
- Mileage and time to transport to provide services

How often are rates reviewed?

The rate setting process for these services has just begun and are reviewed annually.

The Program must conduct public meetings prior to the adoption of any substantive policy, procedural or both changes. Input is invited from the Statewide Rehabilitation Council (SRC), current and potential vendors and any advocacy groups for vendors and the public.

What is the draft rate for pre-employment transition services required services?

Rate: \$50 per hour (rate includes travel)

Contractor Qualifications:

- Ability to do business with the State
- Maintains minimum level of insurance as determined by State
- Contractor will verify that the qualifications are met by each Service Provider

Requirements of Service Providers employed by Contractor:

- High school diploma or GED, with a preference for more education
- Successful completion of a training series on Pre-ETS determined by VR within 30 days of employment
- Provides 2 references that demonstrates acceptable performance
- Completion of background check, documentation of clearance kept on file with contractor

Services

- Self-Advocacy
- Workplace Readiness
- Job Exploration Counseling
- Work Based Learning Experiences
- Counseling on opportunities for employment in comprehensive transition or post-secondary educational programs at institutes of higher education

What is the draft rate for pre-employment coordinated services?

Rate: \$50 per hour (rate includes travel)

Contractor Qualifications:

- Ability to do business with the State
- Maintains minimum level of insurance as determined by State
- Contractor will verify that the qualifications are met by each Service Provider

Requirements of Service Providers employed by Contractor:

- High school diploma or GED, with a preference for more education
- Successful completion of a training series on Pre-ETS determined by VR within 30 days of employment
- Provides two references that demonstrates acceptable performance
- Completion of background check, documentation of clearance kept on file with contractor

Services

- Attending Individualized Education Program (IEP) meetings, when invited.
- Working with the local workforce development boards, one-stop centers, and employers to develop work opportunities for students with disabilities.
- Working with schools to coordinate and ensure the provision of pre-employment transition services.
- Attending person-centered planning meetings for students with disabilities receiving services under Title XIX of the Social Security Act, when invited.

What is the draft rate for pre-employment transition authorized services?

Rate: \$75 per hour (rate includes travel)

Contractor Qualifications:

- Ability to do business with the State
- Maintains minimum level of insurance as determined by State
- Contractor will verify that the qualifications are met by each Service Provider

Requirements of Service Providers employed by Contractor:

- Bachelor's degree or three years of related experience; some additional education and/or training may be required for specialized services deemed necessary by VR in the authorized Pre-ETS activity.
- Successful completion of a training series on Pre-ETS determined by VR within 30 days of employment
- Provides two references that demonstrates acceptable performance
- Completion of background check, documentation of clearance kept on file with contractor

Services

- Implementing effective strategies to increase the likelihood of independent living and inclusion in communities and competitive integrated workplaces.
- Developing and improving strategies for individuals with intellectual disabilities and individuals with significant disabilities to live independently; participate in postsecondary education experiences; and obtain, advance in and retain competitive integrated employment.
- Providing instruction to vocational rehabilitation counselors, school transition personnel, and other persons supporting students with disabilities.
- Disseminating information about innovative, effective, and efficient approaches to improve the transition of students with disabilities from school to postsecondary education or an employment outcome.

- Coordinating activities with transition services provided by local educational agencies under the Individuals with Disabilities Education Act (20 U.S.C. 1400 et seq.).
- Applying evidence-based findings to improve policy, procedure, practice, and the preparation of personnel, in order to better improve the transition of students with disabilities from school to postsecondary education or an employment outcome.
- Developing model transition demonstration projects.
Establishing or supporting multi state or regional partnerships involving states, local educational agencies, designated state units, developmental disability agencies, private businesses, or other participants to improve the transition of students with disabilities from school to postsecondary education or an employment outcome.
- Disseminating information and strategies to improve the transition to postsecondary activities of individuals who are members of traditionally unserved and underserved populations.

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