State of Rhode Island and Providence Plantations

Department of Human Services

Office of Rehabilitation Services

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VIRTUAL VOCATIONAL EVALUATION

**PURPOSE AND STRUCTURE OF SERVICE:**

The virtual vocational evaluation is approved for adults who require supported employment services and for those who don’t (non-supported.) This is a virtual/remote service that can consist of but is not limited to job exploration, interest inventory testing and virtual job shadowing. These services are approved for the duration of the enforced mitigation procedures and inability to conduct in person services. We are requesting that all services include the discussion of social distancing, personal protection, and the severity of COVID-19 to help reinforce the individual’s understanding of the severity of this virus. We request that all reports include documentation that this has been completed.

**STEPS FOR IMPLEMENTATION:**

1. ORS Rehabilitation Counselor discusses referral with client, facilitates a signed Release of Information, completes the ORS Referral Form, and generates an authorization for **Virtual Vocational Evaluation $1,000.** Copies of each of these forms are placed in the client’s file and a set of originals are forwarded to the vendor.
2. CRP meets via a **virtual platform** with client to explain the procedures, schedule and expectations of attendance.
3. At conclusion of program, the CRP generates a report using ORS approved format and schedules a virtual meeting with client and ORS Rehabilitation Counselor to review participation, progress, and identify next steps.

Next steps can include: job placement, community-based work experience, and/or skill training. In select situations, requiring ORS Rehabilitation Counselor approval, a second Job Preparation Services can be authorized.

1. CRP will bill for Virtual Vocational Evaluation services at **$1,000**.