

## Case Service Report (RSA- 911) Reasons for Exit

Individuals with disabilities leave the Vocational Rehabilitation (VR) Program for a variety of reasons. For example, an individual could decide that he or she is no longer interested in receiving VR services, or he or she simply stops responding or engaging in services. There is also the potential for someone's health or disability to deteriorate, making it difficult to pursue an employment outcome at that time, or the individual could be determined ineligible for the VR program.

The revised RSA-911 becomes effective July 1, 2020, when State VR agencies must begin collecting and reporting data consistent with [RSA-PD-19-03](#) for program year (PY) 2020. Appendix 6 describes the 'Reasons for Exit' that must be reported when an individual's case is closed and participants exit the VR Program.

These 'Reasons for Exit' also determine whether a participant (i.e., VR eligible, receiving services under a signed IPE) exiting the VR program is included or excluded from the performance measures.

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### Data Elements for Reporting Exit

#### **Data Element 353: Date of Exit**

VR agencies must report the date (YYYYMMDD) the individual exited from the VR Program. The date must be verifiable through supporting documentation.

#### **Data Element 354: Type of Exit**

VR agencies must report from which stage in the VR process an individual exited the program.

<u>Code</u>	<u>Description</u>
1.	Individual exited during or after a trial work experience.
2.	Individual exited after eligibility, but from an order of selection waiting list.
3.	Individual exited after eligibility, but prior to a signed IPE.
4.	Individual exited after a signed IPE without an employment outcome.
5.	Individual exited after a signed IPE in noncompetitive and/or nonintegrated employment.
6.	Individual exited after a signed IPE in competitive and integrated employment or supported employment.
7.	Individual exited as an applicant after being determined ineligible for VR services.
0.	Individual exited as an applicant, prior to eligibility determination or trial work.








### Data Element 355: Reason for Exit

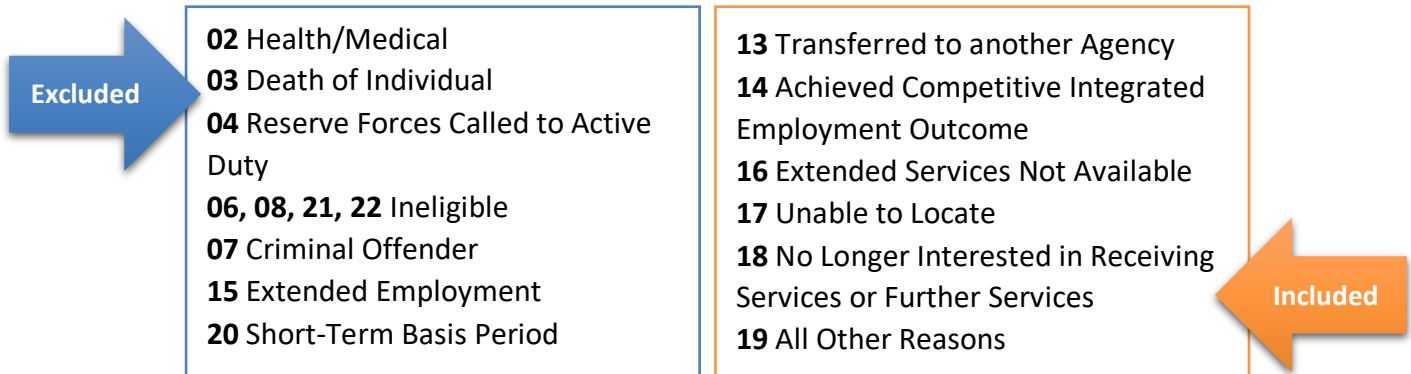
VR agencies must report the reason an individual exited the VR program, including why an individual may be determined ineligible and any circumstances related to the individual’s case being closed. This data also helps a VR agency identify potential areas for improvement or focus. See examples below.

#### When is a participant excluded from the WIOA performance measures?

[RSA TAC 17-01](#) explains that all participants (i.e., VR eligible, receiving services under a signed IPE) who exit the VR program are eligible for inclusion in the performance indicators except those participants who are:

-  No longer available for services due to incarceration or residence in an institutional setting;
-  No longer available for service due to a health or medical issue;
-  Deceased;
-  Called to active duty; or
-  Determined ineligible

VR agencies must report the ‘Reasons for Exit’ in the RSA-911 to ensure participants are correctly included or excluded from the WIOA Performance Measures.



#### How do VR agencies exit students with disabilities (SWD) who are potentially eligible for the VR Program?

SWDs, who are potentially eligible for the VR program, are reported in the RSA-911 when they begin receiving Pre-Employment Transition Services. Unlike applicants, eligible individuals, and participants, potentially eligible SWDs do not exit the program in the same way. Once the individual no longer meets the definition of a SWD, the VR agency updates Data Element 22 to reflect this and then stops reporting all applicable Data Elements. See [RSA-911 Training Series](#) for more information.



## Reason for Exit (PD 19-03 Appendix 6) Examples

### Ineligibility Determination

After Previously Determined Eligible

► **06 Ineligible:** The individual was determined eligible for the VR program; however, the individual was no longer eligible because he or she no longer wished to seek competitive integrated employment or the individual's disability prevented the individual's ability to seek competitive integrated employment.

- 🎯 *A VR participant begins working; however, she is struggling to work due to her disability. Because of significant health concerns, she decides to focus on her recovery and stop working. As a result, she has indicated that she is no longer interested in pursuing CIE.*
- 🎯 *A youth with a disability applies for VR services and is found eligible. He develops an IPE with his VR Counselor and the VR agency provides services. However, he later determines that he is no longer interested in pursuing CIE and, as a result, the VR Counselor determines that he is ineligible.*

Ineligibility Determination at Application

**08 Ineligible:** The individual was found to have no disabling condition, no impediment to employment, or did not require VR services to prepare for, secure, retain, advance in, or regain competitive integrated employment.

- 🎯 *A youth is referred to the VR program by his high school teacher to get assistance with postsecondary education. Because he has no disabling condition, the VR Counselor determines him ineligible for the VR program and refers him to more appropriate resources for educational support.*

**21 Ineligible:** The individual applied for VR services pursuant to section 511 of the Rehabilitation Act and was determined ineligible because he or she did not wish to pursue competitive integrated employment.

- 🎯 *A youth with a disability applies for VR services, but before she is determined eligible, she decides that she is not interested in pursuing CIE and wants to continue working in subminimum wage employment. The counselor determines that she is ineligible.*


**22 Ineligible:** Following Trial Work Experience(s), the individual was determined ineligible because the individual was unable to benefit due to the severity of his or her disability.

- 🎯 *An individual with multiple disabilities applies for the VR program to gain employment. This individual's disabilities pose a significant impediment to achieving that goal. Following a Trial Work Experience, there is clear and convincing evidence to support that the individual cannot benefit from the VR program as it relates to an employment outcome.*




## Other Reasons for Exit


**02 Health/Medical:** Individual is hospitalized or receiving medical treatment that is expected to last longer than 90 days and precludes entry into competitive integrated employment or continued participation in the program.

-  *A VR participant is receiving physical therapy and outpatient care related to a spinal cord injury. Treatment is expected to last longer than 90 days, preventing the participant from making progress in his IPE goals toward employment.*


## **03 Death of Individual**

-  *VR has documented the participant has passed away.*


**04 Reserve Forces Called to Active Duty:** Individual is a member of the National Guard or other reserve military unit of the armed forces and is called to active duty for at least 90 days.

-  *A VR participant is called to active duty and is expected to be deployed for six months or longer. Because she is called to active duty for at least 90 days, this prevents her from participating in her IPE goals toward employment.*


**07 Criminal Offender:** Individual entered a correctional institution (e.g., prison, jail, reformatory, work farm, detention center) or other institution designed for confinement or rehabilitation of criminal offenders (section 225 of WIOA).


-  *A VR participant goes to jail due to breaking the law. The expected timeframe for release is unknown, but it is projected to be an extended period. The participant is unable to participate in VR services.*

**13 Transferred to Another Agency:** Individual needs services that are more appropriately obtained elsewhere. Transfer to another agency indicates that appropriate referral information is forwarded to the other agency so that agency may provide services more effectively. Includes individuals transferred to other VR agencies.

-  *A VR participant moves out of state to live near family and is determined eligible for VR services in that state, and is not on an order of selection waiting list. The counselors from both states discuss availability of dual VR cases, but it is ultimately determined unnecessary. The VR participant's case is closed in the original state.*




 **14 Achieved Competitive Integrated Employment Outcome:** Applicable only to Type of Exit (DE 354) code value 6 (Individual exited after an IPE in competitive and integrated employment, or supported employment).


 *A VR participant completes his IPE goal and attains employment in his vocational goal that meets the definition of competitive integrated employment. Once the participant reaches stability (i.e., at least 90 days) and no longer requires VR services, he exits the program successfully employed.*

**Don't Forget!** VR Counselors use this code for all participants who achieve competitive integrated employment, including Supported Employment successful outcomes.


**15 Extended Employment:** Individuals who received services and were placed in a non-integrated or sheltered setting for a public or private nonprofit agency or organization that provides compensation in accordance with the Fair Labor Standards Act (34 CFR §361.5(c)(18)).

 *A VR participant completes her IPE activities, but she is unable to attain employment in an integrated setting. The participant is satisfied with her non-integrated employment and is making competitive wages. (See 34 CFR §361.55 for additional requirements)*



**16 Extended Services Not Available:** Individual has received VR services but requires long-term extended services for which no long-term source of funding is available. This code is used only for individuals who have received VR services.

 *A VR participant lives in a rural community and needs VR to maintain employment; however, he has exhausted supported employment services from VR and no long-term source of extended services is available. Natural and other supports have been explored and/or exhausted without a successful employment outcome.*


**17 Unable to Locate or Contact:** Individual has relocated or left the state without a forwarding address, or when the individual has not responded to repeated attempts to contact the individual by mail, telephone, text, or email.

 *A VR participant is actively participating in her IPE, but prior to completing her employment goal, she stops participating in the program. Multiple attempts by phone and email are unsuccessful and letters are returned to the VR office as 'undeliverable'.*

**18 No Longer Interested in Receiving Services or Further Services:** Individual actively chose not to participate or continue in the VR program. Also use this code to indicate when an individual's actions make it impossible to begin or continue a VR program. Examples would include repeated failures to keep appointments for assessment, counseling, or other services.

-  *A VR applicant is determined eligible for the VR program. However, prior to initiating an IPE, he finds employment on his own and he is no longer interested in VR services.*
-  *A VR participant is trying to attend training, but he is also working and getting other aspects of his life on track. The individual is missing school and work, and he routinely misses appointments with his VR Counselor because he says he is "too busy". This continues for an extended period, despite multiple attempts by the VR Counselor to engage him in his IPE.*

**19 All Other Reasons:** This code is used for all other reasons not included in other code values.

-  *For individuals who exit the VR program for reasons other than those described in more detail. This code should be used minimally.*

**20 Short-Term Basis Period:** The individual achieved supported employment in integrated employment but did not earn a competitive wage after exhausting the short-term basis period.

-  *Case by case depending on agency's provision of the Short-Term Basis Period option.*

It is important to note that **sometimes more than one 'Reason for Exit' may be possible.**

Circumstances can create confusion or misrepresent the actual reason someone is leaving the VR program. VR Counselors should consistently select the 'Reason for Exit' that **best** describes the individual's circumstances, while following agency policies and procedures that guide this decision-making process.

While developing this knowledge and/or as difficulties arise, it is always best practice to consult.