

<b>Department of Health Developmental Disabilities Supports Division Policy</b>	<b>Policy Number:</b>
	<b>Supersedes:</b> Referral to the Division of Vocational Rehabilitation for Employment-Related Services Policy 7-21-03; Memo RE: <i>New MOA Referral Package</i> , 5-20-02, Lacayo; and Interpretive Memo RE: <i>Utilization of DVR funding based upon the LTSD Regulations</i> , 11-20-98, Maes & Tapia
<b>Policy Title:</b> Referral to the Division of Vocational Rehabilitation for Employment-Related Services	
<b>Effective Date:</b> February 12, 2010	
<b>Approved: Signature on File</b>	<b>Date:</b> February 11, 2010

### I. PURPOSE

To establish policy and procedure for referral of individuals served by the DD Waiver to the Division of Vocational Rehabilitation (DVR), NM Department of Education, for employment-related services.

### II. POLICY STATEMENT

A. Referrals of eligible individuals to DVR shall be made by DD Waiver providers for any of the following employment-related services:

1. vocational guidance and counseling,
2. evaluation of rehabilitation potential for supported employment,
3. job development and job placement,
4. job skills training, job coaching, and
5. other supports for which the individual may be eligible.

B. Eligible individuals who shall be referred are DD Waiver recipients who have not previously exhausted their eligibility for DVR services. In accordance with Medicaid rules, Medicaid-funded prevocational and supported employment services shall be provided to Waiver recipients only if not otherwise available through DVR.

C. Eligible individuals shall be referred for DVR services under any of these referral conditions:

1. the individual is unemployed and desires competitive employment or work, or
2. the individual is working, but desires different employment, hours, pay, benefits, or other opportunities, or
3. the individual may benefit from specific or additional supports available through DVR.

### III. DEFINITIONS

*Competitive Employment/Work:* work that is performed on a full-time or part-time basis and for which an individual is compensated consistent with the wage standards provided for in the Fair Labor Standards Act.

*Evaluation of Rehabilitation Potential for Supported Employment:* an assessment for determining eligibility and vocational services needs.

**IV. APPLICABILITY**

This policy applies to DD Waiver Case Management, Day Habilitation, and Supported Employment Providers.

**V. REFERENCE**

Memorandum of Agreement between the NM State Department of Education, Division of Vocational Rehabilitation and NM Department of Health, Long Term Services Division, effective 7-1-02; and the Rehabilitation Act of 1973, as amended, 29 U.S.C. 795(b)(1) and 730, Sec. 110; and 42 CFR 441.302(i).