

ARIZONA DEPARTMENT OF ECONOMIC SECURITY

Program Name: Vocational Rehabilitation (VR)

Policy Number: VR-2.12-v1

Effective Date: May 17, 2012

Last Revision: March 31, 2021

CHAPTER 2: Client Information and Case Requirements

Section 2.12: Disability Benefits Calculator (DB101)

I. Policy Statement

This policy provides guidance on utilizing the DB101 calculator. DB101 is a real time benefits calculator that calculates the impact of work wages on public benefits. DB101 is Arizona State specific and links to federal public program guidelines to assist in accurately determining how potential wage earnings may impact disability benefit amounts.

II. Authority

Authority for policies contained in this document includes the following:

- VR specific policy

III. Applicability

This applies to all VR cases.

IV. Standards

A. All applicants/clients must be referred to explore and utilize DB101 throughout the VR process in the following instances:

1. During the orientation and initial intake meetings,
2. During IPE development,
3. Upon job offer, and
4. Prior to successful case closure.

B. VR Staff must:

1. Provide the applicant/client with the DB101 website: <https://az.db101.org/> and document all instances of DB101 referrals as outlined in IV. A,
2. Assist the applicant/client when they have difficulty understanding or navigating the DB101 website,

3. Inform the applicant/client that their profile and data entered into the DB101 will be saved and remain active for six (6) months,
4. Inform the applicant/client of the Arizona Work Incentive Consultant contact information at (1-866-304-WORK (9675)) for any additional questions not answered through the DB101 website.
5. Document discussions with the client regarding the impact of potential wage earnings against disability benefits and/or public support amounts in the IPE Justification Template,
6. Inform the client the option to amend and change their DB101 information is available prior to VR case closure, and
7. Provide clear documentation that DB101 information was provided to the client for future reference in the Closure Justification template at time of VR case closure.

V. Procedure

- A. Refer to IV. A-B above.

VI. Documentation Requirements

The client's electronic case file must include the following documentation:

- A. Refer to IV. B 1, 4 and 6 above.