

## **ARIZONA DEPARTMENT OF ECONOMIC SECURITY**

**Program Name:** Vocational Rehabilitation (VR)

**Policy Number:** VR-1.1-v2

**Effective Date:** July 1, 2008

**Last Revision:** May 7, 2021

**CHAPTER 1:** Introduction

**Section 1.1:** Mission and Vision Statements

The mission of the Arizona Department of Economic Security, Rehabilitation Services Administration for the Vocational Rehabilitation (VR) program is to work with individuals with disabilities to achieve their goals for employment and independence.

This policy manual contains policies, procedures, and information for the provision of vocational rehabilitation services for applicants and clients.

VR is committed to increase employment opportunities of individuals with disabilities (hereafter referred to as applicants or clients) by collaborating with and utilizing the resources of the statewide workforce development system and through the timely provision of support services necessary for achieving employment in integrated work settings.

VR recognizes that vocational rehabilitation counseling and guidance is a core vocational rehabilitation service that a VR Counselor provides throughout the rehabilitation process. It includes information and support to assist applicants/clients in making informed choices of a vocational goal, appropriate services to obtain that goal, and service providers. VR Counselors assist applicants/clients in understanding the vocational significance of their functional limitations, aptitudes, and interests in order to select a vocational objective and VR services necessary for the achievement of employment outcome.

VR Counselors guide applicants/clients through the following steps of the VR program:

- Referral for the VR program
- Completion of the application process
- Initial intake interview
- Determination of eligibility, priority category and order of selection (OOS)
- Development and implementation of an Individualized Plan for Employment (IPE)
- Achievement of the employment outcome included in the IPE
- Case closure
- Post-Employment services.

Throughout the rehabilitation process, VR Counselors provide information about and referral to community resources and/or services available from other agencies including employment opportunities available through the statewide workforce development system.