

ARIZONA DEPARTMENT OF ECONOMIC SECURITY

Program Name: Vocational Rehabilitation (VR)

Policy Number: VR-9.4-v1

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CHAPTER 9: Treatment Services

Section 9.4: Treatments: Occupational, Physical and Speech Therapy

I. Policy Statement

This policy provides the guidelines for the provision of physical, occupational and speech therapy for clients who need these services in order to obtain and achieve a successful employment outcome as listed on their most recent and approved Individualized Plan for Employment (IPE).

II. Authority

Authority for policies contained in this document includes the following:

- Workforce Innovation and Opportunity Act (WIOA), 29 U.S.C. § 3101 et seq.
- Title IV Amendments to the Rehabilitation Act of 1973, 29 U.S.C. § 701 et seq.
- State Vocational Rehabilitation Services Program, 34 C.F. R. §§:
 - Applicable definitions 361.5 (b)(39)(x)(xi) and (xii)
 - Scope of vocational rehabilitation services for individuals with disabilities 361.48 (b)(5)
 - Comparable services and benefits 361.53 (a)(c-e)
 - Participation of individuals in cost of services based on financial need 361.54 (b)(1-2)
- A.R.S. §§ 23-502 and 503
- Arizona Administrative Code, Title 6, Chapter 4
 - General considerations, R6-4-201(A)(1)(c)
 - Provision of services R6-4-206 (B)
 - Service and provider standards, service authorizations equipment purchasing, Workers' Compensation R6-4-402 (A)(1)(f) and (B)(1)(b) and (c)(i-ii) and (d)
 - Economic need and similar benefits R6-4-403 (A)(1)(a)(i) and (2-5); (B)(1) and (2)(a)(i) and (c-e) and (3).

III. Applicability

This applies to circumstances when occupational, speech or physical therapy is requested and may be determined necessary in order to achieve a successful employment outcome. The client must:

- A. Meet economic need,
- B. Explore and utilize comparable benefits,
- C. Have a medical prescription for the requested rehabilitative treatment service,
- D. Complete the authorized service as referred by the VR Counselor.

IV. Standards

- A. Prior to proceeding with any rehabilitative treatment service(s), the VR Counselor must ensure the assessment requirements are completed, refer to Section 8.6 Assessments-Rehabilitative Services for more information.
- B. The VR Counselor must provide the service provider with the following referral information:
 - 1. Pertinent background information regarding the client's disability and vocational objectives,
 - 2. Reasons for referring the client for the service and anticipated timeframes for service completion,
 - 3. Request that the provider submits progress reports detailing the client's progress toward the treatment plan goals.
- C. Economic need applies.
- D. Comparable benefits apply.
- E. The service provider must develop a treatment plan and submit a monthly progress report to the referring VR Counselor indicating the client's progress.
- F. Occupational Therapy (OT) is utilized for training in techniques to enhance an individual's functional mobility, management of wheelchairs and other mobility devices, compensation of neuromusculoskeletal, sensory-perceptual, visual, mental, and cognitive functions, and pain management.
- G. Physical Therapy (PT) is utilized for specially designed exercises, therapeutic modalities (e.g. manual therapy, manipulation, etc.) and equipment to help an individual regain or improve their physical abilities and perform functional activities.
- H. Speech Therapy (ST) is utilized for training in receptive and expressive language, voice, articulation, fluency, rehabilitation, and medical issues dealing with swallowing.

V. Procedure

- A. Refer to IV.A (1-2) above.
- B. Refer to Standard Work, if available.
- C. Refer to the RSA Allowable Services Spreadsheet, contracts (if available) and provider requirements. For non-contracted service, refer to RSA Contracts Unit for guidance whether the service is to be procured via:
 - 1. Arizona Health Care Cost Containment (AHCCCS) Fee for Services, or
 - 2. Other procurement methods, or
 - 3. Direct payment to the client via CPA.
- D. The VR Counselor must complete the agency Referral for Services form for occupational, physical or speech therapy service.
- E. The VR Counselor must task the Purchasing Technician to create RSA Purchase Authorization(s) for the service(s) listed in V. D.
- F. The Purchasing Technician must submit the RSA Purchase Authorization for each service listed in V. D along with the referral information to the provider(s).
- G. Upon receipt of the provider's report, the VR Counselor must review the report for completeness, approve the provider's invoice and process for payment after confirming that the reporting documentation is complete.

VI. Documentation Requirements

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

- A. Referral information,
- B. RSA Purchase Authorization(s),
- C. Provider report.