

## **ARIZONA DEPARTMENT OF ECONOMIC SECURITY**

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

**Policy Number:** VR-13.2-v2

**Effective Date:** July 1, 2008

**Last Revision:** September 30, 2022

**CHAPTER 13:** Rehabilitation Technology

**Section 13.2:** Adaptive Driving Evaluation and Adaptive Driving Training

### **I. Policy Statement**

This policy includes guidance for providing adaptive driving evaluation, training and follow up services when the services are necessary for a client to achieve their employment outcome.

Adaptive Driving Evaluation is a comprehensive evaluation of the client's physical status, cognition, visual perception, and visual acuity in relation to the client's potential to overcome, ameliorate, or circumvent disability-related barriers to being a safe and independent driver or passenger to achieve a successful employment outcome.

Adaptive Driving Training service includes on the road training using adaptive driving strategies, adaptive driving equipment and modified vehicles to ensure the safe and effective vehicle operation for clients as drivers or passengers only.

### **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 (c)(6),(44) and (45)
  - Scope of vocational rehabilitation services for individuals with disabilities 361.48 (b)(1-2) and (17)
  - Comparable services and benefits 361.53 (b)(5)
  - Participation of individuals in cost of services based on financial need 361.54 (b)(1-2) and (3)(i)(G)
  - United States Department of Education, Office of Special Education and Rehabilitative Services, Policy Directive RSA-PD-16-04, Other Service Data Elements XIV (C)
- A.R.S. §§ 23-502 and 503
- Arizona Administrative Code, Title 6, Chapter 4.
  - General considerations R6-4-201 (A)(1)(j)
  - Service and provider standards, service

- authorizations, equipment purchasing, Workers' Compensation R6-4-402 (B)(1)(c)(ii) and (e)

### **III. Applicability**

A client requesting Adaptive Driving Evaluation and Adaptive Driving Training services must:

- A. Actively engage in VR services to enter into, obtain, and maintain competitive and integrative employment.
- B. Possess a prescription for Adaptive Driving Evaluation and Adaptive Driving Training from their doctor to either be a driver or passenger in a modified or non-modified vehicle.
- C. Not be medically contraindicated in order to drive or be a passenger in a modified vehicle of any kind (e.g. modified or non-modified).
- D. Have a disability which:
  - 1. Prevents the ability to utilize driver training methods currently available to the general public and/or from family members.
  - 2. Prevents the use of reasonable transportation alternatives currently available to the general public (e.g. bus, light rail, Dial-a-Ride, rides from family, etc.).
- E. Possess a valid and current instructional/learner's permit, except in cases where the client's disability is a barrier in obtaining the learner's permit. Adaptive Driving Evaluation can be utilized to identify adaptive strategies to allow the client to obtain the permit.
- F. Have the modified or non-modified vehicle available when it is required to be utilized for Adaptive Driving Training.

### **IV. Standards**

- A. Adaptive Driving Evaluation and Adaptive Driving Training must be completed by a Certified Driver Rehabilitation Specialist (CDRS) with credentials issued by the Association for Driver Rehabilitation Specialists (ADED).
- B. The VR Counselor must schedule a consultation with the client and Assistive Technology (AT) coordinator to discuss the criteria for the client to participate in the Adaptive Driving Evaluation.
- C. The Adaptive Driving Evaluation can be conducted during the pre-IPE planning phase (Status 10).
- D. Economic need does not apply to these services.

- E. The VR Counselor must confirm that the Adaptive Driving Evaluation followed by Adaptive Driving Training (if applicable) are necessary for the client to enter into, obtain and maintain employment and that no other reasonable transportation alternatives are available to achieve an employment outcome.
- F. Adaptive Driving Evaluation must include a Behind-the-wheel assessment (for potential drivers) completed by a CDRS on the client's cognitive and/or physical needs pertaining to actual road experience, and identification of potential equipment needs to safely drive a vehicle.
- G. Adaptive Driving Evaluation must be completed and include recommendations for Adaptive Driving Training to be considered and planned.
- H. The completion of the Adaptive Driving Evaluation does not commit VR to provide any subsequent Adaptive Driving Training or vehicle modifications.
- I. Adaptive Driving Training must be provided in accordance with the recommendations in the Adaptive Driving Evaluation and Vehicle Modification Prescription.
- J. Adaptive Driving Training may be utilized for the purposes of driving in either non-modified or modified vehicles.
- K. The VR Counselor must provide the client informed choice of available Adaptive Driving Evaluation and Adaptive Driving Training vendors to select from.
- L. The VR Counselor must schedule a follow up consultation with the client and AT coordinator to discuss the report and recommendations to determine next steps.
- M. If the Adaptive Driving Evaluation results include a Vehicle Modification Prescription, please refer to Section 13.3 on Vehicle Modifications.

**V. Procedure**

- A. Refer to IV. B, D, E, G, I, K-L above.
- B. Refer to Standard Work (if available),
- C. Refer to RSA Allowable Services, Contracts, or Provider Requirements as applicable.
- D. The client's IPE must reflect the agreed upon Adaptive Driving Evaluation and/or Adaptive Driving Training prior to initiating the referral and RSA Purchase Authorization process in Status 13.
- E. The VR Counselor must complete the agency Referral for Services form for Adaptive Driving Evaluation and Adaptive Driving Training and include the client's prescription for Adaptive Driving Evaluation and Adaptive Driving Training with the referral to the CDRS.

- F. The VR Counselor must task the Purchasing Technician to create RSA Purchase Authorizations for the services listed in V.E above.
- G. The Purchasing Technician must submit the RSA Purchase Authorization for each service listed in V.E along with the referral information to the provider(s).
- H. The Adaptive Driving Evaluation must not exceed the length of 10 hours as per RSA contract requirements.
- I. Upon receipt of the provider's assessment report and invoice for services, 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.
- J. Any deviation from the policy provisions in this section must be pursued per Section 7.5 Policy Exceptions to Allowable Services of this manual.

## **VI. Documentation Requirements**

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

- A. Current and valid permit or driver's license,
- B. Prescription from client's primary doctor for adaptive driving,
- C. Adaptive Driving Evaluation report,
- D. IPE amendment justification regarding client's adaptive driving training, why other training methods are not appropriate, why other transportation methods are not appropriate, disability related need(s), and impact on employment written by the VR Counselor,
- E. Signed IPE amendment that includes the service category for adaptive driving training, and
- F. Case notes of all meetings with clients and vendors.