



# READY FOR WORK? VR CAN HELP.



## **What is Vocational Rehabilitation (VR)?**

**The Vocational Rehabilitation program provides a variety of services to persons with disabilities, with the ultimate goal to prepare for, enter into, or retain employment.**

**If you have a disability, regardless of whether or not you are in Special Education, the VR program may be an important step as you begin planning your transition from school. Services may begin while you are still in school or after you exit school.**

## **Step 1: Referral**

**Your high school or another agency may refer you to VR, or you may refer yourself. Referral may occur at any point during your high school experience when you are ready to plan for your future career. The VR Counselor will work with the school to make sure all necessary paperwork has been provided to VR.**

## **Step 2: Application and Intake Interview**

**You will be contacted by the VR counselor to meet, complete an application, and participate in an intake interview. The interview will allow the counselor to get to know you and collect information to determine your eligibility for the VR program and your Order of Selection (OOS) Priority Category.**

### **Step 3: Eligibility Determination and Order of Selection (OOS)**

**Within 60 days of your application date, you will know if you are eligible for the VR program and if you are able to start receiving services. When resources are limited, the VR program may institute a waitlist for services called an Order of Selection. The law requires that individuals with the most significant disabilities be served first. Individuals on the waitlist are served as funds become available.**

## **Step 4: Planning and Development of Individualized Plan for Employment (IPE)**

**Planning an employment goal usually starts while you are still in school and is part of the school IEP. Your VR counselor and school will help you explore your career options and develop a plan with VR called an IPE. The IPE will state your employment goal and the VR services you might need in order to obtain your employment goal.**

## **Step 5: Participation in Services that lead to Successful Employment**

**Your active participation in the services identified on your IPE is critical to your success. The goal of the VR program is to help you obtain and maintain employment.**





**Equal Opportunity Employer/Program • Under Titles VI and VII of the Civil Rights Act of 1964 (Title VI & VII), and the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Title II of the Genetic Information Nondiscrimination Act (GINA) of 2008; the Department prohibits discrimination in admissions, programs, services, activities, or employment based on race, color, religion, sex, national origin, age, disability, genetics and retaliation. The Department must make a reasonable accommodation to allow a person with a disability to take part in a program, service or activity. For example, this means if necessary, the Department must provide sign language interpreters for people who are deaf, a wheelchair accessible location, or enlarged print materials. It also means that the Department will take any other reasonable action that allows you to take part in and understand a program or activity, including making reasonable changes to an activity. If you believe that you will not be able to understand or take part in a program or activity because of your disability, please let us know of your disability needs in advance if at all possible. To request this document in alternative format or for further information about this policy, contact your local RSA office; TTY/TDD Services: 7-1-1. • Free language assistance for DES services is available upon request. • Disponible en español en línea o en la oficina local.**