

| Part | Name | Effective Date |
|---|--------------------------|------------------------|
| 416 | Post Employment Services | *July 1, 2014** |
| Authorization Federal Register, Volume 66, Department of Education, 34 CFR 361, Part VI, State Vocational Rehabilitation Services Program, §361.52 and §361.56. | | |

I. INTRODUCTION

A Counselor can provide post employment services after a consumer has been determined to be rehabilitated. These services are provided to assist a consumer to:

1. Maintain a job; or
2. Advance on a job. (Refer to Part 417 for further information.)

II. SCOPE - OF POST - EMPLOYMENT SERVICES

Post-employment services can include any vocational rehabilitation service, or combination of services necessary to assist the individual in maintaining employment, if the service does not entail a complex or comprehensive rehabilitation effort. If complex or comprehensive services are indicated, a new case should be opened.

III. ASSESSMENT FOR POST - EMPLOYMENT SERVICES

- A. The Counselor must use the following criteria to assess a consumer's eligibility for post-employment services:
 1. The consumer has been determined to be rehabilitated and the case was moved to Closed – Rehabilitated.
 2. Post-employment services are necessary to assist the consumer in maintaining a job or advancing on a job.
 3. Solution of the problem does not entail a comprehensive vocational rehabilitation program or a complex array of services.
- B. The Counselor must apply all LRS Policy and Guidelines on Consumer Participation in the Cost of Services, Part 411, and Comparable Services/Similar Benefits, Part 410 to the provision of post-employment services for an otherwise eligible consumer.

IV. TIME LINE FOR POST-EMPLOYMENT SERVICES

Vocational rehabilitation services can be provided as post-employment services following closure in Closed – Rehabilitated if a case file still exists and record is still available in AWARE.

V. CASE CLOSURE FROM POST-EMPLOYMENT SERVICES

A Counselor can close a case from Post Employment Service status for any one of the following reasons:

1. Because stable employment was maintained. (move to Closed- PES).
2. The consumer is in need of comprehensive vocational rehabilitation services. (The Counselor can open a new case in Application status after closing the Post Employment case in Closed – PES status).
3. Any other reason, such as not interested, unable to contact, etc. (move to Closed – PES).

NOTE: *When completing a PES Closure in AWARE, the Counselor must put in the signature/start date on the Post Employment Services Closure page and complete closure of the case, then print the PES Closure report and submit with the case record for supervisor approval, if not on Independent Approval Status.** AWARE will not allow the PES Closure report to be printed until the case is closed by putting in the signature start date. If the Supervisor does not agree with the closure, then an override can be requested from State Office to reverse the closure.