

EXAMPLES OF DOCUMENTATION FOR DETERMINATION SCREENS

Eligibility Determination Screen

Impediment

Explain how the impairment hinders an individual from preparing for, entering into, engaging in or retaining employment consistent with their abilities and capacities.

(Recommend documenting the impairment in this section)

Example 1: Cheryl injured her left hand with a band saw while employed at Artistic Woodworking in Imperial in 1995. She cut the tendons of the three middle fingers on her left hand. This injury limits her ability to grasp, grip and hold objects in that hand. This was a worker's comp case and she was sent for clerical training which she completed her AA in 1998. She never secured employment in the field. And could not tell me what her typing speed was. She indicated that she could no longer do the general labor/machine operations tasks that she did in the past.

Cheryl wears bilateral hearing aids and has some difficulty understanding if she is not looking at you. At this time, I am unsure of where Cheryl's skills are and having her undergo a clerical, interest and manual dexterity assessment.

Example 2: Traumatic brain injury affects the consumer by causing him to think slower than before injury, headaches, takes longer to do tasks than normal, and some short-term memory issues. These will have a direct effect on post-secondary education, learning a new job and performing up to employer's expectations, and may need more frequent breaks for headaches. Consumer may require a job coach to learn job initially.

Example 3: Consumer is verified with a Mild Mental Handicap and Speech/Language Impairment in the area of articulation. He will need supported employment to complete job applications, get hired at an employment site, require a job coach to learn basic duties and maintain speed, and on-going follow-up services. Reading and writing skills are fairly rudimentary and will learn by a hands-on approach. He will not be able to perform tasks that require documentation. Consumer does have a good work ethic and wants to be productive in the community.

Example 4: Dallas has a disability in reading comprehension and written expression. Dallas has difficulty in filling out job applications and preparing resumes and would need assistance in doing this because his difficulty with the written language. Dallas also has a poor work history in which he has been unable to retain a job. He has worked at 9 jobs since 1997.

Example 5: Ilolli has a hearing impairment, which makes communication more difficult. She has trouble hearing people if they are not looking directly at her when they are speaking. She wears hearing aids, but still has difficulty with hearing speech anywhere but directly aimed at her. She cannot work where there is a lot of background noise and distraction.

Example 6: Brandi has substantial mental impairment that includes Bipolar, PTSD, Panic Disorder, Substance Abuse, ADHD and self-reports learning disabilities in reading and math. These impairments cause substantial impediment to Brandi's ability to work, stay

focused, staying still while sitting and even to concentrate. Through self-report according to the Region II documentation she is impulsive and has made some poor decisions possibly due to the ADHD. Because of the abuse that she has endured she has anger issues and has some fear of certain locations. Brandi has an unstable job history because she seems to bounce from one area to another and this could be from poor impulse control as well. Brandi has a criminal history that includes felonies and this will limit her in the areas where she can work.

Example 7: Nicole has a severe/profound hearing impairment. She wears hearing aides due to this loss of hearing. She has had this hearing loss since birth. She has a hard time hearing when there is background noise, hearing phones that are not set up for her aides, she has to read lips frequently, and has to sit toward the front of the room when someone is speaking at a meeting. She currently works at Beverly Healthcare where she is a dietary aide. She has a very hard time hearing the staff due to the background noise in the kitchen. Often times the dishwasher is running and she cannot hear well. One on one conversation is hard for Nicole if she is not sitting close to the person and if there are any interruptions or background noise. Nicole is having a hard time engaging in her work at this time because her hearing aides are need either replacing or servicing. Nicole also has reported she has epilepsy and takes medication. She has not had a seizure for nearly a year, however she has to take this into consideration on her job. She has to make sure others are aware of her situation if she were to have a seizure and have a plan.

Change in Priority Determination Screen

Most significant

Explain why you decided that the consumer because of her or her impairment has: (1) never worked, or (2) stopped work, or (3) worked intermittently.

Example 1: Cheryl performed manual labor and was a manual machine operator in the past. She was injured on the job in 2004 and severed the tendons on the three middle fingers of her left hand. She had to stop work because she could no longer perform the job duties because of her physical impairment. She has been unable to secure employment in that field since the injury.

Cheryl also experiences hearing loss in both ears and wears bilateral in-the-ear hearing aides. Cheryl has some difficulty with understanding speech with the aids. I also noticed that she has some speech impairment and this may be due to the hearing loss.

Example 2: Mike has an impairment of CP. He is 21 years old and has never worked due to the mobility and seizure issues related to his impairment. He lives with his parents and wants to become more independent by obtaining employment and moving from his family residence.

Example 3: Annie has worked intermittently due to her impairment of mental illness. She obtains employment and once she begins feeling stable within the employment position she chooses to no longer take her medication for her mental illness of bipolar. She will need to work with a supported employment provider to help her maintain her medication regiment so she can retain employment.

Significant

Explain why you decided that the consumer's rehabilitation would require multiple VR services over an extended period of time.

Example 1: The consumer will need multiple service over an extended period of time because she is uncertain of the type of work she wants to pursue, therefore needing career counseling. She is uncertain of what occupations are available to her with her physical restrictions. She has always worked in occupations that require physical labor; therefore it will probably be necessary to be retrained either through academic training or on-the-job training to learn the skills for the occupation she chooses. She does not know how her social security benefits will be affected so a Benefit Analysis will be necessary.

Example 2: Nicole will require multiple services due to her hearing impairment and her self reported epilepsy. Nicole is having a difficult time hearing and this is causing problems with communication on the job. She is having a hard time understanding coworkers due to background noise. She will need help from VR to retain her job and help her consider her disability. She will need help from ATP, a communication assessment, and possibly funding for her aides, whether they need refurbishing or replacement. She will also need continual help with retention, ensuring that they help her gain better communication on her current job. Nicole has epilepsy so VR will be able to also help her consider how this affects her on the job and take this into consideration. She has maintained her epilepsy by the use of medications and has not had a seizure for over a year.

Example 3: Danae will need the services of disability awareness and personal adjustment counseling to help her with issues and problems related to her disability while she is training for and starting a job in the cosmetology field. Danae will also need help with job seeking skills to help her fill out applications and prepare for interviews. This assistance will be necessary due to Danae's difficulty in reading and writing. After she receives job placement assistance and starts a new job, Danae will need job retention assistance to help her adjust to the demands of her new job, her supervisor and her coworkers. Again this will be disability related as Danae may have difficulty making these adjustments on her own because of her academic limitations. It is projected to take 3 1/2 years to provide all the services necessary to help Danae prepare for, get and keep a job.

IPE Approval Completed Determination Screen

Approved

Explain why you decided that the proposed IPE would result in employment in the stated job goal. (Recommend documenting what the job goal is in this section)

Example 1: Marilyn's job goal is a day rehab worker. She is interested in social occupations. She likes working with others, teaching and giving advice. She would rather help people than work with machines. She wants to have a feeling of accomplishment and an opportunity for advancement. Marilyn likes doing paperwork, working with information and ideas, and controlling tasks and the manner in which they are performed. She wants to meet goals and expectations. She would like to work day hours and no weekends. Marilyn has her high school diploma and many years work experience at Hastings Corrections where she did case management and worked with other agencies.

She can multitask and can follow both written and verbal instructions. She will need job retention, job placement, JSS for a resume and work clothes. \

Example 2: Nicole is currently employed at Golden Ventures as a dietary aide. She has been employed there for approximately four years. Her IPE will be successful because she needs to replace her hearing aides in order to retain her job. She is used to all of the duties of the job; however, she needs new hearing aides to do a better job. She works around loud machines in the kitchen of the nursing home. This background interference makes it very difficult for her to hear staff and clients. She has a hard time hearing when dishwashers go off and alarms in the building. Nicole will be able to perform her job better with new hearing aides. They are approximately four years old and replacing them is necessary because they are outdated and refurbishing them would be just as costly as new ones, if the company even carries the parts anymore. Nicole is satisfied with the type of work she is doing and the amount of money she is earning.

Example 3: Reviewed Shon's findings from the informational interview/ride along. He is very interested in being a truck driver and would like to take the weekend course offered by NECC to become a trucker since it is so close to home. Wrote a plan for truck driving. He would like to do local truck driving until he is 21 years old and then do OTR. This job will work well with his abilities and disability and also with his disability of ADHD, Anxiety Disorder and Depression. This job would provide the variety and the wages that Shon needs to meet his financial needs. There are continuous openings for truck drivers in the local area. VR Services of Disability Awareness will give Shon a working knowledge to use to advocate for him and to be successful at work. Personal Adjustment Services will allow VR to assist Shon with better decision-making skills. Shon needs to follow his doctor's advice and take his medication on a regular basis. Training Assistance will allow Shon to afford the training necessary for a career in trucking. After training, VR will assist Shon in Job Seeking Skills, Job Placement and Job Retention to help him successfully obtain and retain his job.

Example 4: The job goal for Dan is to be a paraeducator. Dan has the aptitude for this and prefers to work with people. He loves the social occupations. His history is full of volunteering to help people in some way. He has worked with a variety of ages whether it was helping students in school or coaching a baseball game. He values being of help to others and advocating for their needs. In Columbus there are a variety of jobs in this area. VR counseling will help Dan address how his disability will affect him on the job. It will help him to choose a job that will not exacerbate his disability. Job seeking skills will really help Dan because it has been a while since he applied for work. He needs help on completing the application. Overall, he could benefit most from help with the interview. Dan needs to do some role-play with questions he has been asked in the past that he feels have been problematic to him. Job retention will ultimately help him be successful on the job. Dan and VR will check in with one another to make sure that there are not problems on the job. This will help him to handle situations as they may arise and bounce problems off of VR staff that are knowledgeable about what the employer is looking for and what is best for Dan.

Employment Determination Screen

Explain how the services provided by VR contributed to the consumer's employment outcome:

Example 1: Services provided to John were: provided him with SCC testing schedule for placement test, did on-line application with him, talked to mom and him about financial aid process and options, discussed accommodations that may be helpful in school and how to request them, provided career counseling that helped him to make an informed decision on which major to study. Because John has no unmet need due to parent's income, he has decided to continue working the jobs he has currently to put himself thru school. John's family speaks limited English and is not able to help him with much of the paperwork for school. He needed some outside direction from VR in order to make good decisions and accomplish what he needed to get done. We discussed how his disability impacts working and school demands and coping strategies.

Example 2: Rick came to VR for assistance in finding employment. Due to Rick being on SSDI a Benefit Analysis was done first so Rick was aware of the programs available to him. After the Benefit with Easter Seals it was discussed Rick would benefit from making over 700 a month. Rick also completed a Vocational Evaluation, and had disability awareness and counseling on appropriate job goals. Rick was referred to BHEP for job Placement and Job Retention. Goodwill worked with Rick on one on one placement, and follow up. Goodwill advocated for Rick at Johnson Cashway and he was hired full time. IL services were available for Rick assisting him with medications until he could get on the medication program through the Hospital and gas for work. JSS services were provided to assist in job applications, how to discuss his work history and disclosing the disability.

Example 3: Shon started working with VR in March of 2006. Through career exploration, an ASSET test and disability awareness counseling, it was agreed upon that trucking was a goal. VR assisted Shon with schooling and gas to enable him to train for the job. This type on training was very hands-on which is what Shon needed. Through JSS, job leads and interview assistance, Shon was able to get a job trucking for Beed Transportation. The Placement Specialist advocated with employer and assisted with WOTC to aide Shon and then provided follow up calls to Shon and employer to assure job was going well.

Explain why you decided that the consumer has stabilized on a job consistent with his or her strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.

Example 1: Don finished his academic training and has been working for over three months in heating and air conditioning. Don enjoys his work and feels he now understands the company's policy and what is expected of him. He has no difficulty performing the job duties with his impairment and restrictions. He feels this is a good match. His employer was contacted and he reports Don has a good work ethic and is performing the job duties with no difficulty. Don continues to work with a more experienced co-worker, however that is to be expected since two employees of the company always answer the service calls.

FYSE

Examples

QUEST DETERMINATION SCREEN EXAMPLES

ELIGIBILITY

State the specific evidence as to how this individual's impairment results in an impediment to employment.

- a. In his last job Joe argued with his boss several times and was terminated. This is a direct result of his personality disorder.
- b. Jane has an unstable work history due to her disability. She has had episodic issues with her depression and as a result quits jobs after a short period of time.
- c. George has been an over the road truck driver for 15 years. He injured his back and had surgery. He is no longer able to continually climb into the truck, sit in the drivers seat for any length of time or do the lifting that is occasionally required.
- d. Joan has been a hair stylist for several years. She has physical limitations due to a car accident. Although she can still do her previous work she is limited to only a few hours a day.
- e. Carl can still do his job he currently has as a roofer. His physician has told him he should not do this job any more because it is exacerbating his disability (post polio).
- f. Bob has cerebral palsy that has limited his physical abilities. In addition it has caused communication issues. Because of the functional limitations there are few jobs in the community that he might qualify for.

PRIORITY GROUP

Summarize your analysis of the factors you considered in your rating of the functional capacities.

- a. Dennis was rated low in communication. He has had problems in high school with understanding written material. His test scores show him to be at the 20th percentile in reading. Thus he is lower in this functional area than the average person his age.
- b. Jennifer is rated very low in mobility and communication. Due to multiple sclerosis she has physical limitations in her lower extremities and wears full leg braces. Her walking is limited and she can only walk at all with the assistive technology (braces). In the area of communication she is basically non verbal.

IPE

Explain why you decided that the proposed IPE will result in employment in the stated goal.

- a. Kile lives in Dunning Nebraska and can't relocate. There are few jobs in the vicinity. His job goal was chosen based on possible job openings taking into consideration the limitations of his disability and his preference to work with machines. He will need JSS and job placement assistance as well as assistive technology depending on the job.
- b. Jan chose the job goal because it fits his interests and he has done work similar in the past. She has limitations in reading and this job will not require reading. In addition her past felony will not be a barrier in this type of work.
- c. Jay's job goal was chosen based primarily on interests. He also has the job skills to do this work. He will need to maintain sobriety through attendance at AA. JSS and job placement will help him obtain the job.
- d. Betty's job goal was chosen based on knowledge of the duties she gained in past work. Since she has done this job before she knows it is what she likes to do. She has not had problems getting jobs in the past but has been unable to maintain them due to conflicts with supervisors. We will assist with job placement but the primary services will be counseling provided before and after the job is obtained to help her learn to solve issues with supervision.
- e. Tate's job goal fits his interests and would meet his request for night shift. His preference is part time work and he wants to work in the city. He has lifting restrictions and this job will fit those. He will need job coaching to learn the job duties and long-term support will be provided by XYZ.
- f. Liam had extensive evaluation assessments to help him determine an appropriate job goal. The goal he chose fits well with his interests, aptitudes, and work considerations. His seizure disorder is fairly well controlled and he won't need to work at heights or in dangerous situations. He will receive job placement services including JSS. He will also need a job within walking distance from his home or on the bus route as he does not drive.
- g. Joel's job goal as a grocery sacker is not his primary interest but he knows the duties and wants to work. He has held professional jobs in the past but has significant issues in memory and communication because of a stroke. He will need JSS and direct employer intervention by VR staff to help him obtain a job.

EMPLOYMENT OUTCOME

Explain how the services provided by VR contributed to the consumer's employment outcome: (only services listed in the IPE count)

- a. Kevin received VR funding to obtain a degree in computer science and has a job that required that degree. During his post secondary training VR provided counseling to help him manage financial issues that allowed him to finish his degree. When he finished training VR provided JSS and helped him prepare a resume. These were helpful in his obtaining the job.
- b. Barbara learned interviewing techniques and how to complete a good application from VR. VR also gave her job leads and met with her several times during her job search to help her stay motivated. As a direct result of these services she has obtained employment.
- c. Prior to coming to VR Louise had not been able to hold a job for more than a few months due to problems with seizures and side effects of the medications she took. VR sent her to a physician who specializes in seizure disorders who adjusted her medication. VR provided job placement services aimed at a job working from noon to 8:00 pm as she was almost always seizure free during those times. She has now maintained the job for 4 months and is doing well.
- d. Due to mental retardation Adam was unable to complete applications or interview on his own. VR contacted employers directly on his behalf to promote his hiring. VR assisted him in completing the required application and he is now successfully employed.

Explain why you decided that the consumer has stabilized on a job consistent with his or her strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.

- a. Don finished his academic training and has been working for over three months in heating and air conditioning. Don enjoys his work and feels he now understands the company's policy and what is expected of him. He has no difficulty performing the job duties with his impairment and restrictions. He feels this is a good match. His employer was contacted and he reports Don has a good work ethic and is performing the job duties with no difficulty. Don continues to work with a more experienced co-worker, however that is to be expected since two employees of the company always answer the service calls.
- b. Gloria is employed as a CNA. Initially she indicated interest in working with people in a nursing home environment. She preferred working around lots of people and not traveling much. She really liked doing things for others. She had a HS degree and the aptitude to achieve needed training for CNA. A job was found close to her home so she can walk to work. In the past she had done similar activities such as caring for children.

