# Vocational Rehabilitation Services Manual E-200: Summary Table of Approvals, Consultations, and Notifications

Revised June 1, 2022

## Caseload Management

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(See D-205: Purchasing Threshold Requirements for additional approval requirements).

| **Situation, Good, or Service** | **Required Action** | **VRSM Reference** | **RHW Purchase Approval Category** |
| --- | --- | --- | --- |
| Caseload Management | | | |
| Any phase adjustment to a closed case status within the same program year quarter. | VR Supervisor approval | B-206-2  B-206-5 | N/A |
| Phase adjustment to a closed case status outside of the program year quarter before application to initial contact with case assignment | Deputy Division Director for Field Services approval | B-206-1  B-206-2  B-206-5 | N/A |
| Two or more cases closed unsuccessfully after being found eligible for services, prior to developing the IPE | Consultation with VR Supervisor | B-206-3 | Consultation only |

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