# PART B, CHAPTER 1: VOCATIONAL REHABILITATION PROCESS INTRODUCTION

| Policy Number | Effective Date |
| --- | --- |
| Part B, Chapter 1 | 09/03/2024 |

## OVERVIEW

Part B serves as the requirements related to the vocational rehabilitation (VR) process, beginning with a general overview and ending with case closure. The VR process is not always linear, and various steps in the VR process may need to be revisited when circumstances change for the customer. For example, once an Individualized Plan for Employment (IPE) is completed and services have been initiated, a change in the customer's circumstances might require additional assessments, an updated employment goal, an interruption of services, or a change to the services originally included in the IPE, which would require an IPE amendment.

This section addresses the specific roles and responsibilities of the VR team, which is made up of a group of individuals who share responsibility for informing, educating, advocating, facilitating, and encouraging the customer as the customer makes informed decisions to reach their employment goal.

Additionally, Part B includes competitive integrated employment, informed choice, initial contacts and applications, eligibility determination, Order of Selection, Trial Work Experience, comprehensive assessment, IPE development, Computerized Criminal History search, and case closure.

Questions related to Part B policies and procedures can be emailed to the Policy Planning and Statewide Initiatives Team (PPSI) at [vrsm.support@twc.texas.gov](mailto:vrsm.support@twc.texas.gov).

## CONTENTS

1. **Part B: Vocational Rehabilitation Process Introduction**
2. **VR Process**
   1. Overview of the VR Process
   2. Competitive Integrated Employment (CIE)
   3. Informed Choice
3. **Initial Contacts and Applications**
4. **Eligibility Determination**
5. **Order of Selection (OOS)**
6. **Trial Work Experience (TWE)**
7. **Comprehensive Assessment**
8. **Individualized Plan for Employment (IPE)**
9. **Computerized Criminal History (CCH)**
10. **VR Case Closure**

| Date | Type | Change Description |
| --- | --- | --- |
| 9/3/2024 | New | VRSM Policy and Procedure Rewrite |