



Michael R. Pence, Governor
State of Indiana

Division of Disability and Rehabilitative Services
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To: All current and potential Vocational Rehabilitation (VR) employment services providers
From: Kylee Hope, Director, Bureau of Rehabilitation Services
Subject: Notice of change to process for VR employment services providers
Date: October 14, 2014

Beginning July 1, 2015, the Bureau of Rehabilitation Services (BRS) will institute changes to its enrollment of employment services providers for the Vocational Rehabilitation (VR) program. In the future, each interested entity will be required to submit a completed provider application packet for review and approval.

Prior to the June 30, 2015 expiration of current VR employment services contracts, BRS will conduct an initial application and enrollment period for interested entities. An application packet along with notice of important application dates and deadlines will be available in the coming weeks. Submittal of a completed application packet will be a requirement for both current and new Community Rehabilitation Programs (CRPs, including Community Mental Health Centers (CMHCs)) who wish to provide employment related services to VR consumers.

Upon BRS approval of a provider's application, a provider agreement will be executed. Once the agreement is in place a CRP may provide services as outlined in the approved provider application and agreement. An amendment process will be required any time an existing CRP is expanding services and/or coverage area (e.g., expanding services to a new county).

The philosophy behind this new requirement is to increase customer service, develop accountability standards and implement a transparent process for becoming a CRP. This process will assist BRS in obtaining critical business and service information, as well as provide consumers, VR staff and other stakeholders, a thorough understanding of the specific services and coverage area of each CRP. The intent of this new requirement is not to reduce the number of VR employment services providers; in fact BRS would welcome the addition of new providers.

Please note that any CRP with a current activated Purchase of Service Agreement (POSA) may continue to provide services as outlined in the POSA through June 30, 2015.

If you have any immediate questions, please contact Peri Rogowski at Peri.Rogowski@fssa.in.gov.

Thank you for your cooperation.

