

DVR Statewide Service Fee Structure

July 1, 2016 – March 1, 2017

(Updated January 2017)

All services listed below require prior written authorization by the Division of Vocational Rehabilitation (DVR) before services can be rendered and payment can be made.

If the service provider has a waiting list of more than 30 days, the option to select an alternate service provider will be made to the consumer. Wait lists in excess of 30 days are not acceptable and subject the provider to cancellation of the service agreement. Written authorization for services will be issued to the service provider with the expectation that the provider can serve the consumer and comply with the timeframes indicated in the fee schedule. DVR will track the timeframes for services to completion for each provider.

All services must comply with the [technical specifications](#) outlined for each service or payment will not be made. A revised report must be submitted to DVR in 10 business days if returned for non-compliance. No additional fees will be paid for requested meetings.

Please read and refer to the [technical specifications](#) before authorizing a service or accepting authorization of a service.

Highlighted fees represent an increase over the last year's fees.

[Work Incentive Benefits Analysis Fees](#)

[Internship/Temporary Work Fee](#)

[Individual Placement and Support \(IPS\)](#)

[Job Coaching Fee \(Other Than Supported Employment\)](#)

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Work Incentive Benefits Analysis Fees

\$300	Benefit Consultation Period: Payable upon completion of acceptable service, meeting and report to DVR within 5 business days of the conclusion of the last contact with the consumer. First required service not to exceed 30 days from issue of service authorization. (Code 022)
\$900	Work Incentive Benefits Analysis Meeting: Payable upon completion of acceptable service, meeting and report to DVR within 5 business days of the conclusion of the last contact with the consumer. First required service not to exceed 30 days from issue of service authorization. (Code 022)
\$100	Work Incentive Benefits Analysis Meeting Update: Payable upon completion of acceptable service, meeting and plan/report to DVR within 5 business days of the

	conclusion of the last contact with the consumer. First required service not to exceed 60 days from issue of service authorization. (Code 022)
\$700	Work Incentive Benefits Plan and Meeting: Payable upon completion of acceptable service and report to DVR within 5 business days of the conclusion of the last contact with the consumer. First required service not to exceed 30 days from issue of service authorization. (Code 022)
\$600	Plan to Achieve Self Support (PASS): Payable upon completion of acceptable service and report to DVR within 5 business days of the conclusion of the last contact with the consumer. First required service not to exceed 30 days from issue of service authorization. (Code 022)

Internship/Temporary Work Fee

\$625	Internship/Temporary Work Placement and Report: Payable upon delivery of acceptable service and timely report(s) within 5 business days of the conclusion of the last day of the placement. Monthly reports are due to DVR within 5 business days of the conclusion of the previous month of service for the length of the placement. Fee provided includes costs: site set-up fee and ongoing worksite monitoring. Wages paid to the consumer will be conducted in a separate transaction via an Employer of Record service. First report not to exceed 60 days from issue of service authorization. (Code 062)
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Individual Placement and Support (IPS)

\$950	Individual Placement and Support Career Profile and Report: Payable upon completion of acceptable service, and report to DVR within 5 business days of the conclusion of the last contact with the consumer. First required service not to exceed 90 days from issue of service authorization. (Code 049)
\$500	Individual Placement and Support-Job Development Plan Payable upon completion of acceptable service, and report to DVR within 5 business days of the conclusion of the last contact with the consumer. First required service not to exceed 30 days from issue of service authorization. (Code 049)
Up to \$2,100	<p>Individual Placement and Support Systematic Job Development: Payable upon completion of acceptable service, timely monthly progress reports, 60 day plan review/update meetings and hire report to DVR within 5 business days of the conclusion of the previous month of service and within 5 days of hire. First required service not to exceed 30 days from issue of service authorization.</p> <p>Preferred Placement/Hire Outcome Payment:</p> <p>\$2,100 preferred outcome payment.</p> <ul style="list-style-type: none"> • Must have: 35+ hours per week and health insurance benefits or 35+ hours per week and \$12.00 hour. <p>\$1,900 preferred outcome payment.</p> <ul style="list-style-type: none"> • Must have 20+ hours per week and health insurance benefits or 20+ hours per week and \$9.00 hour. <p>\$1,500 payment all other.</p> <p>Note: Hire offer for less than 15 hrs per week will need DVR approval in advance. (Code 049)</p>
\$800 / month	Individual Placement and Support Ongoing Support, Monthly and Job End: Monthly rate payable if the consumer remains employed, upon completion of acceptable service, and timely monthly progress reports to DVR within 5 business

	<p>days of the conclusion of the previous month of service. First required service not to exceed 30 days from issue of service authorization.</p> <p>Note: The maximum ongoing support DVR can pay for is 18 months, although this is rarely needed. Additional months may be authorized based on individual consumer need to establish job stability and reduction of paid supports. (Code 049)</p>
\$1,200	<p>Individual Placement and Support Transition to Long Term Support: Payable upon completion of acceptable service, timely monthly progress reports and final retention report to DVR within 5 business days of the conclusion of the previous month of service for progress reporting and within 5 days of job retention. Paid only if transition occurs within initial 6 months of support. Payable at the time of successful transition. DVR will keep case open an additional 90 days for purposes of follow along and state supported employment policy (Code 049)</p>

Job Coaching Fee (Other Than Supported Employment)

\$45 / hour	<p>Job Coaching and Reports: Payable upon delivery of acceptable service and timely report(s) to DVR within 5 business days of the conclusion of the previous month of service or within 5 business days of the conclusion of the last contact with the consumer. First report not to exceed 60 days from issue of service authorization. (Code 028)</p>
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Job Preparation and Development including Talent Acquisition Portal (TAP), Job Development Hire and Job Retention Fees

\$500	<p>Job Preparation and Development Plan: Payable upon completion of acceptable preparation service, meeting and signed job development plan to DVR within 5 business days of the conclusion of the last contact with the consumer. First required service not to exceed 30 days from issue of service authorization. (Code 024)</p>
Up to \$300	<p>Talent Acquisition Portal (TAP) Profile Creation and Reporting: Payable upon completion of acceptable preparation service, meeting and job development plan to DVR within 5 business days of the conclusion of the last contact with the consumer. First required service not to exceed 30 days from issue of service authorization. (Code 024)</p> <p>TAP Level 1-Profile Creation for existing consumer \$100 TAP Level 2-Profile Creation for new consumer \$200 TAP Level 3-Profile Creation/resume creation for new consumer \$300</p>
\$1,350	<p>Job Development Hire: Payable upon completion of acceptable service, timely monthly progress reports, 60 day plan review/update meetings and hire report to DVR within 5 business days of the conclusion of the previous month of service and within 5 days of hire. First required service not to exceed 30 days from issue of service authorization. (Code 024)</p>
Up to \$2,100	<p>Job Retention: Payable upon completion of acceptable service, timely monthly progress reports and final retention report to DVR within 5 business days of the conclusion of the previous month of service for progress reporting and within 5 days after a minimum of 90 calendar days job retention or as DVR determines by individual circumstance. First required service not to exceed 30 days from issue of service authorization.</p>

	<p>Preferred Placement Retention Outcome Payment: \$2,100 preferred outcome payment.</p> <ul style="list-style-type: none"> • Must have: 35+ hours per week and employer provided health insurance benefits <i>or</i> 35+ hours per week and \$12.00 hour. <p>\$1,500 payment all other. (Code 024)</p>
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Supported Employment Fees

\$500	<p>Supported Employment Consultation Meeting and Report: Payable upon completion of acceptable service, meeting and plan/report to DVR within 5 business days of the conclusion of the last contact with the consumer. First required service not to exceed 30 days from issue of service authorization. (Code 047)</p>
\$950	<p>Supported Employment Assessment including Work Trial, Meeting and Report: Payable upon completion of acceptable service, meeting and report to DVR within 5 business days of the conclusion of the last contact with the consumer. Fee provided includes costs: set-up fee, wages and fringe paid to the consumer. First required service not to exceed 60 days from issue of service authorization. (Code 047)</p>
\$450	<p>Supported Employment Work Trials and Report: Payable upon completion of acceptable service and completion acceptable report to DVR within 5 business days of the conclusion of the last contact with the consumer. Fee provided includes set-up fee, wages and fringe paid to the consumer. First required service not to exceed 30 days from issue of service authorization. (Code 047)</p>
Up to \$2,100	<p>Supported Employment Job Development, Plan, Placement/Hire and Reports: Payable upon completion of acceptable service, timely monthly progress reports, 60 day plan review/update meetings and hire report to DVR within 5 business days of the conclusion of the previous month of service and within 5 days of hire. First required service not to exceed 30 days from issue of service authorization.</p> <p>Preferred Placement/Hire Outcome Payment:</p> <p>\$2,100 preferred outcome payment.</p> <ul style="list-style-type: none"> • Must have: 35+ hours per week and health insurance benefits <i>or</i> 35+ hours per week and \$12.00 hour. <p>\$1,900 preferred outcome payment.</p> <ul style="list-style-type: none"> • Must have 20+ hours per week and health insurance benefits <i>or</i> 20+ hours per week and \$9.00 hour. <p>\$1,500 payment all other.</p> <p>Note: Hire offer for less than 15 hrs per week will need DVR approval in advance. (Code 051)</p>
\$800 / month	<p>Supported Employment Ongoing Support and Reports: Monthly rate payable if the consumer remains employed, upon completion of acceptable service, and timely monthly progress reports to DVR within 5 business days of the conclusion of the previous month of service. First required service not to exceed 30 days from issue of service authorization.</p> <p>Note: The maximum ongoing support DVR can pay for is 18 months, although this is rarely needed. Additional months may be authorized based on individual consumer need to establish job stability and reduction of paid supports. (Code 050)</p>
\$1,200	<p>Supported Employment Meeting, Transition to Long Term Support and Report: Payable upon completion of acceptable service, timely monthly progress reports and final retention report to DVR within 5 business days of the conclusion of the previous month of service for progress reporting and within 5 days of job retention. Paid only if</p>

	transition occurs within initial 6 months of support. Payable 90 days after the transition has been successfully completed. (Code 050)
Note:	See technical specifications for guidance on acceptance of other models of supported employment services for payment.

Vocational Evaluation Fees

\$500 / report	Vocational Evaluation Assessment: Payable upon delivery of an acceptable service and report to DVR within 5 business days of the conclusion of the last contact with the consumer. Report required not to exceed 30 days from issue of service authorization. (Code 021)
\$800 / report	Vocational Evaluation and Work Sample: Payable upon delivery of an acceptable service and report to DVR within 5 business days of the conclusion of the last contact with the consumer. Report required not to exceed 30 days from issue of service authorization. (Code 021)
\$800 / report	On-The-Job Assessment, Set-up, and Monitoring: Payable upon delivery of an acceptable service and report to DVR within 5 business days of the conclusion of the last contact with the consumer. Report required not to exceed 60 days from issue of service authorization. (Code 021)

Walgreens Retail Employees with Disabilities Initiative (REDI) Fees

\$500 / report	REDI Skills Assessment: The assessment will take place in a 2-3 day period and a report will be provided to DVR within 5 days of the completion of the assessment. It will contain the results of each assessment administered, recommendations for employment, and/or areas for remediation. (Code 021)
\$45 / hour (per extern)	REDI Job Instruction and Reports: Payable upon delivery of acceptable service and timely report(s) to DVR within 5 business days of the conclusion of the previous week of service -or- within 5 business days of the conclusion of the last contact with the consumer. Continuous and customized support on-site during a four week REDI-Curriculum Cohort session. End of Cohort session reporting is required within 5 days of the completion date and will include reporting elements listed in the technical specifications. (Maximum number of externs per site: 3 externs) (Code 063)

Note: REDI externs will receive a temporary work experience (TWE) wage during the 4 week training on-site at the Walgreens retail site. Externs will be paid \$9.00/hour or the prevailing wage for entry level sales associate position.

***Any statewide service provider is eligible to receive typical payments for job placement, hire, and retention. Refer to specific statewide service(s) for those rates.

Skills to Pay the Bills

\$75 / session	Skills to Pay the Bills: Payable upon delivery of an acceptable service and report to DVR within 5 business days of the conclusion of the last contact with the consumer. Report required not to exceed 45 days from issue of service authorization. (Code 057)
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Job Shadow

\$200 (Accompanied)	Job Shadow: Payable upon delivery of an acceptable service and report to DVR within 5 business days of the conclusion of the last contact with the consumer. Report required not to exceed 30 days from issue of service authorization. (Code 021)
\$100 (Non-Accompanied)	

Reimbursement for Service Provider Mileage

75 cents / mile	Vendor can charge 75 cents/mile for actual miles driven over 100 miles round trip travel to and from the closest site where the services can be provided. Mileage up to 100 miles is included in base fee rate. The 75 cents/mile charge begins with mile 101. Service vendor must submit a travel log detailing mileage. Payment will be made at the time the consumer has received the services. Previous approval from DVR WDA Director for reimbursement request required prior to travel. (Code based on service provided.)
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Additional Services in a WDA

Other services not on the statewide service fee schedule may have rates, procedures and technical specifications developed at the discretion of the WDA Director. These services may include, but are not limited to: Informational Interviews, On-the-Job Training, Job Shadows, Mentorship, etc. Guidance for other services provided in a WDA are included in statewide issued guidance pieces.

Other related services may need to be separately negotiated based on the needs of the consumer. The services detailed here are intended to provide a framework for commonly used and widely available services. If the descriptions do not meet the needs of the individual consumer, please consult with the DVR consumer, the DVR counselor, the DVR supervisor and/or the service provider to determine the best course of action.