

On-The-Job Assessment

The purpose for the evaluation may be to try a job of interest, determine readiness for employment, gain employer feedback, or develop new skills.

I can expect DVR to:

- Provide me with information about providers for this service
- Help me choose an appropriate service provider
- Help me understand what the service is for, what will happen during this service and what will be assessed
- Discuss potential work sites/schedule for the assessment
- Authorize service in a timely manner to my selected provider and provide referral information
- Provide me contact information to connect me to my service provider
- Answer my questions if I have any during the service
- Review the evaluation results and recommendations with me

I can expect the Provider to:

- Contact me in a timely manner to schedule date/time/location for evaluation
- Explain the On-The-Job Assessment process and answer questions
- Discuss the employer, work site, schedule, job duties proposed for the assessment with me and a DVR staff person
- Identify and provide any reasonable accommodations I need to participate in the assessment
- Provide constructive feedback, test results and recommendations to help address my barriers to employment and identify a realistic job goal for me to be successful
- Submit the report within 60 days of DVR referral

I am expected to:

- Choose a provider (If more information is needed to make an informed decision, I will request it.)
- Respond to service provider contact in a timely manner (3-5 business days) to schedule evaluation
- Attend and be on time for evaluation as scheduled or contact provider in advance if I cannot attend
- Fully participate in assessment activities to the best of my ability
- Contact DVR and/or provider if I have any questions or concerns during the evaluation
- Discuss results of evaluation with my DVR Counselor

[Link to Required Report](#) (DVR-18041-E)

[Link to Technical Specifications](#)