

## Service Definitions, Requirements and Hourly Rate Range

Fees must be within the hourly rate range and must  
be justified based upon experience and education

Due to cost of living differentials, CRPs residing in the Arctic, Western Alaska and the Aleutians may charge up to 150% of the hourly rate range.

Service	Definition	Requirements	Hourly Rate Range
<b>On-the-Job Evaluation</b>	<p>A technique where an individual performs the actual job duties in a real job situation. Performance is supervised and evaluated by the employer in coordination with evaluation and/or CRP staff. There is a predetermined beginning and ending date; this activity is not necessarily intended to result in employment.</p> <p>Often referred to as a Community Based Assessment.</p>	<p>Attainment of National Certificate in Employment Services (CES),* or;</p> <p>attainment of Certification as a Vocational Evaluator (CVE)** and/or Professional Vocational Evaluator (PVE)*** and/or Rehabilitation Counselor (CRC)**; or</p> <p>attainment of Certification as an Employment Support Professional****, and</p> <p>experience conducting on-the-job evaluations or similar employment related services and/or relevant education.</p>	\$50 to \$85
<b>Situational Assessment</b>	<p>An assessment process for evaluating work-related behaviors in a controlled environment. Although any type of task or situation may be used, real work is most often used in order to add relevance.</p> <p>The situational assessment is distinguished from other types of assessment due to the ability of the evaluator or CRP to control and vary the task, so an individual can be assessed under a variety of conditions or situations.</p>	<p>Attainment of National Certificate in Employment Services (CES)* or;</p> <p>attainment of Certification as a Vocational Evaluator (CVE)** and/or Professional Vocational Evaluator (PVE)*** and/or Rehabilitation Counselor (CRC)**; or</p> <p>attainment of Certification as an Employment Support Professional****, and</p> <p>experience conducting situational assessments or similar employment related services and/or relevant education.</p>	\$50 to \$85
<b>Preliminary Assessment</b>	<p>Services that assess an individual's level of function in any of the following areas: vocational, social, medical, personal, intellectual or financial. This may include the intake interview process in a rural or remote area.</p>	<p>Experience providing intake interviews or similar service or experience. Must be familiar with AK DVR and the VR process.</p>	\$50 to \$85
<b>Discovery</b>	<p>Discovery is an intensive process that allows us to fully get to know people in settings where they are most apt to be themselves. Discovery results in a comprehensive biographical profile of an individual clearly identifying their unique needs and potential employment options including conditions that may be necessary for them to retain employment.</p>	<p>Completion of Discovery training</p> <p>Training information is available at: <a href="http://tclms.org/index.php">http://tclms.org/index.php</a> and <a href="http://www.griffinhammis.com/home.html">http://www.griffinhammis.com/home.html</a>.</p>	<p>\$55 to \$85</p> <p>Generally, Discovery is completed within 15 hours.</p>

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<b>Vocational Evaluation</b>	<p>Vocational evaluation is a comprehensive process in which individuals and evaluators or CRPs work together to identify and evaluate an individual's vocational interests, abilities, strengths, weaknesses, aptitudes and functional strengths and limitations relative to an individual's vocational goal.</p> <p>Vocational evaluation may include: standardized paper and pencil tests, work samples, job analysis, interviews, situational assessments and reviewing and interpreting medical records. Psychological, social, medical, vocational, educational, cultural and economic data is incorporated into the evaluation process.</p>	<p>Attainment of Certification as a Vocational Evaluator (CVE)** and/or Professional Vocational Evaluator (PVE)*** and/or Rehabilitation Counselor (CRC)**.</p>	<p>\$55 to \$100</p>
<b>Job Readiness Training</b>	<p>Services that prepare an individual for the world of work. Includes learning appropriate work behaviors such as grooming, hygiene, arriving to work on time, response to correction, work pace, etc.</p>	<p>Attainment of National Certificate in Employment Services (CES)* or attainment of Certification as an Employment Support Professional****, and; experience providing job readiness training or similar employment related services and/or relevant education.</p>	<p>\$50 to \$100</p>
<b>Job Search Assistance</b>	<p>Activities that support and assist an individual in searching for and/or obtaining an appropriate job. Job search assistance may include help in resume preparation, identifying appropriate job opportunities, developing interview skills, and making contacts with companies on behalf of the consumer and the DVR counselor.</p>	<p>Attainment of National Certificate in Employment Services (CES)* or, attainment of Certification as an Employment Support Professional****, and experience providing job search assistance or similar employment related services and/or relevant education.</p>	<p>\$50 to \$85</p>

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<b>Job Placement Assistance</b>	A referral made to a specific job that results in an interview.	Attainment of National Certificate in Employment Services (CES)* or, attainment of Certification as an Employment Support Professional****, and; experience providing job placement or similar employment related services and/or relevant education.	\$50 to \$95
<b>On-the-Job Supports</b>	Support services provided to an individual who has been placed in employment in order to stabilize the placement and enhance job retention. Such services include job coaching, follow-along, follow-up and any specific job retention services requested by the DVR Counselor.	Attainment of National Certificate in Employment Services, (CES)*, within one year or; attainment of Certification as an Employment Support Professional****, and; experience providing on-the-job supports or similar employment related services and/or relevant education.  *For information regarding CES go to: <a href="http://www.ccer.org/upcoming-event-details?eventDetailId=47">http://www.ccer.org/upcoming-event-details?eventDetailId=47</a>	\$50 to \$95
<b>Customized Employment</b>	Services involve a blend of flexible strategies that result in the provision of individually negotiated and designed services, supports and job opportunities that lead to an employment outcome of customized employment, including self-employment. A key factor in this service is the presence of employer negotiation, including customizing a job description based on current needs of the employer and the employee.	Attainment of National Certificate in Employment Services (CES)* or, attainment of Certification as an Employment Support Professional****, or completion of customized employment training: <a href="http://www.griffinhammis.com/customizedemployment.html">http://www.griffinhammis.com/customizedemployment.html</a> and; experience providing customized employment, job placement or similar employment related services and/or relevant education.	\$50 to \$95
<b>Business Development Services</b>	Services to individuals in the pursuit of self-employment, telecommuting and small business operation outcomes including: technical assistance, market analyses, development of business plans, and the search for available resources.	Completion Self-Employment training  Training information is available at: <a href="http://ttclms.org/index.php">http://ttclms.org/index.php</a> and <a href="http://www.griffinhammis.com/home.html">http://www.griffinhammis.com/home.html</a> .	\$55 to \$95

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<b>Financial &amp; Work Incentive Advisement</b>	Assessment of an individual's basic financial and benefits situation in relation to employment. Provides basic information about work incentive possibilities and financial planning. Determines need for more in-depth services such as Benefits Analysis and Counseling.	Completion of Financial & Work Incentive Navigator Training.  Contact University of Alaska Anchorage, Center for Human Development at: <a href="mailto:anlsc2@uaa.alaska.edu">anlsc2@uaa.alaska.edu</a> or the Trust Training Cooperative at: : <a href="http://ttclms.org/index.php">http://ttclms.org/index.php</a> for training information	\$50 to \$85
<b>Benefits Analysis &amp; Counseling</b>	Services generally include completing a thorough analysis of the impact employment will have on an individual's benefits. The use of work incentives such as the development of PASS Plans and identifying possible work alternatives are often explored. To provide benefit counseling one must successfully complete nationally approved training and a field assignment.	Completion of approved training and certification as a Community Work Incentive Coordinator (CWIC). CWIC training is available through Virginia Commonwealth University: <a href="http://www.vcu-ntc.org/">http://www.vcu-ntc.org/</a> .  A minimum of 3 reports must be reviewed until competency is demonstrated.  Annual, ongoing training is required.  For additional training information contact the University of Alaska Anchorage, Center for Human Development at: <a href="mailto:anlsc2@uaa.alaska.edu">anlsc2@uaa.alaska.edu</a> or call (907) 264-6279.	\$55 to \$90  \$350 to \$450 Flat Rate Option
<b>Assistive Technology Services</b>	A service that directly assists an individual in the selection, acquisition or use of an assistive technology (AT) device. Services may include: evaluating needs, selecting, designing, fitting or adapting AT devices, and providing training or technical assistance. AT is a specialized service that generally requires specialized training and/or experience.	Experience providing AT services or devices, or similar services and/or relevant education or credentials, such as AT Certification.	\$55 to \$95

\* For information regarding CES training contact the Association of Community Rehabilitation Educators at: <http://www.acreducators.org/>.

\*\* For information regarding certification as a CVE or CRC, contact the Commission on Rehabilitation Counselor Certification at: (847) 944-1325 or go to their website at: <http://www.crc certification.com/>.

\*\*\* For information regarding PVE go to: <http://pvregistry.org/apply/>

\*\*\*\* For information regarding Certification as an Employment Support Professional (CESP), go to: <http://apse.org/>

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DVR counselors authorize the purchase of these services only from CRPs who meet the qualifications described in the *DVR Standards for Community Rehabilitation Programs* and have a signed agreement with DVR to provide such services. DVR does not license, certify or register service providers.