

Chapter 205: Post-Employment Services

Vermont Division of Vocational Rehabilitation
Policy and Procedures Manual

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Section 1. Context

In March 2022 the Rehabilitation Services Administration published new guidance regarding post-employment services to meet the new reporting requirements under the Workforce Innovation and Opportunity Act (WIOA). This policy chapter has been revised to align with this new guidance. **Counselors hired prior to or around the Revision Date for this chapter should note that the new policy is significantly different from the previous policy.**

Section 2. Definitions

- A) **"Post-employment services"** mean services provided after the achievement of an employment outcome and necessary for a person to maintain, regain, or advance in employment consistent with the person's strengths, resources, priorities, concerns, abilities, capabilities, and interests.

Section 3. When Post-Employment Services Can Be Provided

- A) Post-Employment Services can be provided when:
- 1) A participant with an active Individual Plan for Employment (IPE) is employed but has not exited the DVR program (the case has not been closed).
 - 2) The counselor and participant have identified services required to help the participant, maintain, or advance in their employment.
- B) Post-Employment Services cannot be provided after the DVR case has been closed. If a former participant seeks services after the case has been closed, the DVR counselor must open a new case, make a new eligibility determination, and develop a new IPE.

Section 4. General Policy

- A) Post-employment services are to be provided under an amended Individualized Plan for Employment (IPE).
- B) The amended IPE must include:
- 1) The services to be provided in post-employment.
 - 2) The expected duration of services.
- C) Post-employment services are subject to the same requirements as any other vocational rehabilitation service. Post-employment services are available to assist a person to maintain, regain, or advance in employment.

Section 5. When to Consider the Need for Post-Employment Services

A) The need for post-employment services shall be considered at three points:

- 1) At the time the IPE is written. For example, it is anticipated that a Social Security Disability Insurance (SSDI) recipient may need assistance adjusting to the loss of that benefit for several months or even a year after beginning employment.
- 2) When the participant starts work. The counselor and participant may identify additional supports necessary for them to retain employment (job coaching, transportation, work clothing etc.).
- 3) At the time of pre-closure consultation for successful employment. The counselor and participant may determine additional services are needed to maintain the job long term, and that the case should remain open.

Section 6. Case Closure

Closing a case with post-employment services is no different than any other case. Follow the procedures outlined in Chapter 204, "Closure".