

**Aware Status Descriptions and Case Type Definitions**  
**(Revised 08/20)**

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### **AWARE STATUS DESCRIPTIONS**

The Department of Rehabilitation (DOR) shall use the following descriptions to describe an individual's status in Aware.

#### **Application: APPLICANT**

An individual is in Application status when they have requested services, submitted the minimum information necessary (e.g., name, means of contact, reason for application) to initiate an assessment to determine eligibility and priority for service, and is available to complete the assessment process.

#### **Application – E: ELIGIBILITY DETERMINATION EXTENSION**

An individual is placed in Application – E status when exceptional and unforeseen circumstances beyond the control of the DOR result in the inability to determine eligibility within the federally mandated 60-day timeline. The Rehabilitation Counselor and the applicant have mutually agreed to a specific date of the eligibility extension.

#### **Application – T: TRIAL WORK EXPERIENCE**

An individual is placed in Application – T status when Trial Work Experience (TWE) is provided to explore the individual's abilities, capabilities, and capacity to work for the purpose of determining eligibility or ineligibility. For Application – T status, the TWE was provided prior to a determination of eligibility.

#### **Eligible: ELIGIBLE**

An individual is placed in Eligible status when they have met all eligibility determination requirements and intend to achieve an employment outcome in competitive integrated employment.

#### **Eligible – E: PLAN DEVELOPMENT EXTENSION**

An individual is placed in Eligible – E status when exceptional and unforeseen circumstances were beyond the control of the DOR and development of the Individualized Plan for Employment (IPE or "Plan") could not be developed within the federally mandated 90-day timeline. The Rehabilitation Counselor and the consumer have mutually agreed to a specific date of the Plan development extension.

**Eligible – T: TRIAL WORK EXPERIENCE**

An individual is placed in Eligible – T status when TWE is provided to explore the individual’s abilities, capabilities, and capacity to work for the purpose of determining continued eligibility. For Eligible – T, the TWE was provided for an eligible individual prior to development of an IPE.

**Delayed: WAITING LIST**

An individual is placed in Delayed status when the DOR is operating under an Order of Selection (OOS), and the eligible individual’s priority category is not currently being served, thus the individual is placed on the Waiting List.

**Service: IN PLAN**

An individual is placed in Service status when an IPE was developed to include agreed-upon IPE services, service start dates, and “planned services.” Both the Rehabilitation Counselor and the consumer agreed to, signed, and dated the IPE.

**Service – E: EMPLOYED**

An individual is placed in Service – E status when they begin placement in competitive integrated employment, but the employment outcome has not yet been maintained for 90-days to ensure stability and that no further vocational rehabilitation services are needed.

**Service – I: SERVICES INTERRUPTED**

An individual is placed in Service – I status when they are unable to participate in the IPE because of circumstances beyond their control. Planned services have been interrupted for a period and there is a clear plan to resume services within a specified and agreed upon time.

**Service – J: READY FOR EMPLOYMENT**

An individual is placed in Service – J status when they have completed planned services. Both the Rehabilitation Counselor and consumer agree that the consumer is ready to seek employment.

**Service – T: TRIAL WORK EXPERIENCE**

An individual is placed in Service – T status when TWE is provided to explore the individual's abilities, capabilities, and capacity to work for the purpose of determining continued eligibility. For Service – T, the TWE was provided for an eligible individual who has an IPE and is receiving services.

**Employed: EMPLOYED**

An individual is placed in Employed status when they begin placement in competitive integrated employment and the employment outcome has been maintained for no less than 90-days.

**Employed – X: EXTENDED SERVICES**

An individual is placed in Employed – X status when they achieved an employment outcome in supported employment and due to the nature and severity of their disabilities, extended services are required to support and maintain their supported employment.

**Closed – Rehab: EMPLOYMENT OUTCOME ACHIEVED**

An individual is placed in Closed – Rehab status when they have maintained full- or part-time competitive integrated employment for at least 90 days, are performing well, agree with record of services closure, and have been informed of post-employment services.

**Closed – Other: EMPLOYMENT OUTCOME NOT ACHIEVED**

An individual is placed in Closed – Other status when their record of services is closed, and they did not achieve an employment outcome.

**PES: Post-Employment Services**

An individual is placed in PES status when post-employment services are required maintain, regain, or advance in employment, consistent with the individual's primary employment factors, informed choice, and interests after the record of services was Closed – Rehabilitated.

**Closed – PES**

An individual is placed in Closed – PES status when the record of services is closed after PES are provided to the consumer.

### **CASE TYPE DEFINITIONS**

The DOR shall use the following case type definitions to describe the nature of services or their relative sequence within a continuum of available services.

#### **Potentially Eligible (PE)**

This case type is used for serving potentially eligible (PE) students with disabilities who are receiving pre-employment transition services (commonly known as DOR Student Services). DOR Student Services represent the early set of services on the continuum of services and are intended to maximize early job exploration and career development opportunities for postsecondary and career success. Eligibility for the vocational rehabilitation (VR) program is not required for students in the PE Case Type.

#### **Vocational Rehabilitation (VR)**

This case type is used for serving eligible individuals who are interested in applying for and receiving VR services to achieve competitive integrated employment. Vocational rehabilitation services represent the next set of services on the continuum of services and are intended to provide further development of career interests and pursuit of specific employment outcomes. This case type has the full breadth of capabilities to support the entire continuum of services in the VR process from application to post employment services.

#### **Career Counseling and Information and Referral (CC)**

This case type is used for serving individuals who have not yet applied for VR services, including individuals who are working for subminimum wage and youth seeking subminimum wage employment. This case type is intended to provide counseling and information to further explore, experience, and attain competitive integrated employment in the community.

#### **Personal Goal (PG)**

This case type is used for serving individuals who are blind or have visual impairment(s) and do not wish to achieve competitive integrated employment through the VR Case Type. Personal goal services typically include non-vocational services intended to help

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Chapter 30

Exhibit B

individuals achieve independence in the home or community rather than employment and do not expend VR funds.