

OVR Referral Process for Employment-Related Services Effective July 1, 2021

ODP Announcement 21-050

AUDIENCE:

Individuals and families, County/Administrative Entity Administrators, Supports Coordination Organizations, Providers of Employment-Related Services funded through the Consolidated, Community Living, Person/Family Directed Support (P/FDS), and Adult Autism Waivers and base-funding, State Center Directors, and Other Interested Parties

PURPOSE:

To notify all parties of a change in procedures for employment-related services beginning July 1, 2021.

DISCUSSION:

On February 14, 2019, the Office of Vocational Rehabilitation (OVR) and the Office of Developmental Programs (ODP) released Bulletin 00-19-01, *OVR Referral Process for ODP Employment-Related Services*. When OVR closed the Order of Selection on July 1, 2019, procedures were updated with the issuance of Bulletin 00-19-02, *OVR Referrals During a Period when OVR's Order of Selection is Closed*.

Effective July 1, 2021, OVR will be opening the closed Order of Selection for an indefinite period of time based on financial availability. During this open period, there will no longer be a waiting list for individuals who are determined to be eligible for OVR services and are in the Most Significantly Disabled (MSD) priority category. The vast majority of individuals served by ODP meet the requirements for the MSD priority category. **Therefore, OVR and ODP are advising all stakeholders that effective July 1, 2021, the processes to refer individuals to OVR in Bulletin 00-19-01 must be followed.** The current version of Bulletin 00-19-01 can be found on the employment page of MyODP: <https://www.myodp.org/course/view.php?id=1444>

Please note that Bulletin 00-19-01 includes the need for a referral to OVR when an individual requests Small Group Employment. Because OVR does not offer Small Group Employment, that guidance is no longer accurate, and a person may receive ODP-funded Small Group Employment without a referral to OVR being made.

Procedures for referrals for OVR services for individuals under the age of 25 requesting prevocational services that pay subminimum were not changed with the closed Order of Selection and therefore, continue to be in effect as the Order of Selection opens.

Individuals with ODP-funded Supported Employment¹, Advanced Supported Employment, or Education Support Services authorized on his or her Individual Service Plan (ISP) prior to July 1, 2021 can continue to receive these services through ODP without a referral to OVR. In addition, individuals whose Supports Coordinators have requested one of these services on the ISP and submitted the request to the County ID Program/Administrative Entity prior to July 1st may receive these services through ODP without a referral to OVR once they are authorized on the ISP. Individuals who meet these criteria may need to be referred to OVR if their employment circumstances change on or after July 1st in accordance with Bulletin 00-19-01.

Trainings on Bulletin 00-19-01 were held and recorded in 2019.

- A two-part training for Support Coordination Organizations can be found here:
Part I: <https://www.myodp.org/course/view.php?id=1144§ion=15>
Part II: <https://www.myodp.org/course/view.php?id=1144§ion=14>
- Training for County ID Programs/Administrative Entities can be found here:
<https://www.myodp.org/course/view.php?id=1185§ion=13>

COMMENTS: Questions about this communication can be directed to Gary Smith at smiga@pa.gov.

¹ This includes Career Planning in the Adult Autism Waiver.