



DIVISION OF VOCATIONAL REHABILITATION (DVR)  
 COMMUNITY REHABILITATION PROGRAM (CRP)  
 PRE-EMPLOYMENT TRANSITION SERVICES (PETS)

**PETS Work Learning Assessment A**  
 Service Delivery Outcome Plan

AFP NUMBER
CRP REPRESENTATIVE'S NAME

DVR CUSTOMER	SOCIAL SECURITY NUMBER (LAST FOUR DIGITS) <b>XXX-XX-</b>	CRP CONTRACTOR	CRP REPRESENTATIVE'S NAME
SERVICE DELIVERY DATES From: To:	PROGRESS UPDATE INTERVALS		

CRP SERVICE CATEGORY  
 PETS Work Learning Assessment A

NUMBER	EXPECTED OUTCOME	PURCHASE AND PAYMENT CRITERIA	COST (\$)
	<p><b>PETS Work Learning Assessment A: 6-10 hours is intended as a one-week learning assessment only.</b></p> <p><b>It will be:</b></p> <ul style="list-style-type: none"> <li>• Located at business in the community, not at the agency or at an agency-affiliated site</li> <li>• Intended to help student gain knowledge about grooming, attire, timeliness, and appropriate behaviors at the workplace</li> <li>• An opportunity for the student to gain experience in a work area of interest</li> </ul> <p><b>Provider activities shall include:</b></p> <ul style="list-style-type: none"> <li>• Developing the Work learning site, including negotiating work tasks with the employer</li> <li>• Helping student plan and/or access transportation to the site</li> <li>• Providing instruction and follow-along as needed</li> <li>• Soliciting employer feedback</li> <li>• Post-WBL assessment debriefing with student and VRC</li> </ul> <p><b>Upon completion of a minimum of 6 hours of the Work Learning Assessment, a \$50 gift card shall be provided to the student by the CRP.</b></p>	<p>Payable at a base fee of \$800 per six on-site hours, with an additional \$75 per hour up to four additional hours for a maximum of \$1100 upon the Provider's completion of all service delivery activity (fee includes a \$50 gift card for the student). CRP invoice and written report containing the information set forth under "Expected Outcome."</p> <p>Billable hours are considered hours of direct service delivery to the client and not include report writing time.</p> <p>When providing invoice and reporting to DVR, Providers shall: 1) provide summary of activities as agreed to in the SDOP; 2) write the report <b>in language addressed directly to the student</b>; and 3) provide copies of the report to both the student and the student's DVR counselor</p> <p>Provider report shall include: 1) information gleaned in regard to interests, skills, ideal conditions of employment, and other applicable information related to the work learning assessment; and 2) at least one recommendation for next steps.</p> <p>Travel time at a fixed rate of \$35 per hour in quarter-hour increments if service delivery occurs more than fifty (50) miles from the Provider's nearest staffed office location.</p>	

CUSTOMER SIGNATURE	DATE	CRP SIGNATURE	DATE	DVR SIGNATURE	DATE	TOTAL
						\$

**Signature by each party indicates agreement to the contents of this plan.**