



Andy Beshear
GOVERNOR

EDUCATION AND LABOR CABINET

Kentucky Office of Vocational Rehabilitation

Cora McNabb

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Jamie Link
SECRETARY

SERVICE FEE MEMORANDUM

Forklift/Materials Handling/Logistics Certification Training Program at Opportunity for Work and Learning Program

TO: Office of Vocational Rehabilitation Staff
Client Assistance Program Administrator

FROM: Cora McNabb
Executive Director
Office of Vocational Rehabilitation

THROUGH: Austin Howard
Resource Management Analyst
Program Policy and Support Branch

DATE: Effective October 24, 2007

Opportunity for Work and Learning now offers a short-term Forklift/Materials Handling/Logistics Certification training program. This program provides participants with the basic skills necessary to safely operate powered forklifts and to work in materials handling and/or logistics in a manufacturing/warehouse environment.

The fee structure that the Office of Vocational Rehabilitation will use to pay for this program reflects the fact that it is broken down into a training and a job placement component.

The initial ten-week portion of the program consists of approximately 410 hours of training. This is comprised of 20 hours of classroom time and 390 hours of practical experience. The cost of this component is \$1,000.00. This will be paid from the

Community Rehabilitation Program Budget (Budget Unit Number 6719) using Expenditure Code 33I, Skills Training through a Community Rehabilitation Program. Opportunity for Work and Learning will invoice for the training at its completion.

The second component is job placement. The amount of this outcome fee is \$3,350.00. This will be paid from the Community Rehabilitation Program budget (Budget Unit Number 6719) using Expenditure Code 36G, Services Resulting in Competitive Employment. This fee is authorized at the completion of the training component only if it deemed by the counselor and consumer that this placement service is appropriate and necessary. This service is invoiced no earlier than ninety days following successful placement. We should point out that this Community Rehabilitation Program service can be authorized to Opportunity for Work and Learning or any other Community Rehabilitation Program provider.

Contact and Billing Information are as follows:

Georgia Brownfield, Center Director
Opportunity for Work & Learning (OWL)
650 Kennedy Road
Lexington, KY 40511
(859) 254-0576
Vendor Number: V0000088489