



**Andy Beshear**  
GOVERNOR

## **EDUCATION AND LABOR CABINET**

**Kentucky Office of Vocational Rehabilitation**  
**Cora McNabb**  
Executive Director

**Jamie Link**  
SECRETARY

Case Number:

Dear

You have been determined eligible for services from the Office of Vocational Rehabilitation (OVR). However, due to a shortage of resources, OVR is not able to serve all individuals eligible for services at this time. When this situation occurs, OVR is required by federal law to follow an order of selection. An order of selection means that every person eligible for OVR services is assigned to a priority category based upon their functional limitation(s) to employment.

A change in available resources has resulted in OVR having to place some priority categories on a waiting list. You are currently in ; therefore, the agency will be unable to serve you at this time, but you have been placed on a waiting list.

### **Waiting List:**

When additional resources become available, OVR will serve individuals on this list. You will remain on the wait list until resources are available to serve you or you request that your case with us be closed, and your name removed from the wait list. If you have a change in circumstances related to your disability, please contact me so that your priority category can be reassessed. While on the waiting list, you will be contacted annually regarding any changes that would affect your priority category.

### **Information and Referral**

While you are on the wait list for services, there may be other programs that can provide you with assistance. Attached to this letter you will find a list of state and local resources. Please contact those that you feel may be able to meet your needs. Please let me know if you have any questions about these resources or need assistance contacting them.

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## Appeal information

You may appeal the assignment of your priority category. Enclosed you will find information about the appeals process and the Client Assistance Program (CAP). CAP is not a OVR program, but they can advise you on your rights within the OVR process or assist you with the appeals process. If you have any questions about this letter or your appeal rights, please contact me at the information below: