



**EDUCATION AND WORKFORCE DEVELOPMENT CABINET
OFFICE OF VOCATIONAL REHABILITATION**

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UPDATE

SERVICE FEE

MEMORANDUM

PC 16-17 2

TO: Office of Vocational Rehabilitation (OVR) Staff
Branch Managers, Counselors, and Assistants
CDPVTC Director, Case Management Director, and Counselor(s)
Office for the Blind (OFB) Staff
Client Assistance Program(CAP)

FROM: Patricia Selch Cruse, MRC, CRC
OVR
Central Office Administrator

Janell Turner
Office for the Blind
Transition, Policies & Procedures

Lori Bishop
OVR
Branch Manager/ Statewide Coordinator
Deaf and Hard of Hearing Services

Chad Hunt
Office for the Blind
Deaf-Blind Coordinator

DATE: March 8th, 2017

RE: Deaf-Blind Support Service Provider

Support Service Provider (SSP) are specially trained professionals who enable people who have combined hearing and vision losses to access their environment and facilitate informed decisions. SSP's relay visual and environmental information, act as sighted guides and facilitate communication for people who are deaf-blind, using their preferred language and communication mode. SSP's enable the individual to access and connect with other people, reducing communication barriers that otherwise would result in social isolation, improves the potential to live independently, and increases the ability to participate in social or work related

environments. SSP's are not interpreters, independent living specialist, attendants, job placement specialist, life skills coaches, or transportation providers but may be provided in conjunction with those services as needed.

SSP qualifications subject to review and approval by an Administrator for vendor approval:

- Certificate of completion from American Association of Deaf-Blind SSP training (www/aadb.org)
- Letter of recommendation from coordinator of the SSP training program
- Resume to include experience, other training, and confirm some level of proficiency in American Sign Language
- 100 hours of related experience/volunteer work.

Services may include:

- After hours support services related to social engagement and activities while at Carl D Perkins Training Center or the Charles McDowell Center.
- Initial orientation to a job site, work environment, employer and co-workers (not meant to replace training for performance of specific job related tasks)

This service is not subject to cost participation since it is considered an accommodation.

The amount of SSP hours available per consumer will be individualized. Each pay authorization should be issued in advance of the service provision and should specify the actual hours needed. Progress reports must accompany itemized bills. The bills must include accurate documentation of the hours provided and summary of service.

A fee of \$35.00 per hour will be allowed for this service with the following guidelines. With justification, additional hours may be approved by branch manager.

Rehabilitation/training Centers max of 5 hours daily for up to 100 hours
Employment related orientation max of 8 hours daily for up to 100 hours

OVR will not allow for transportation reimbursement for the SSP

Transportation for the consumer will not be provided by the SSP but will be facilitated through regular transportation options available to consumers.

An OVR 9, Agreement for Services, must be completed before the provision of services begins.

FEE SCHEDULE

EXP Code	Procedure	Allowable Rate
90 Q	Support Services Provider for Deaf Blind Consumer s	\$35.00 per hour BUN caseload