



EDUCATION and WORKFORCE DEVELOPMENT CABINET
Department of Workforce Investment

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Lieutenant Governor
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Office of Vocational Rehabilitation
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SERVICE FEE MEMORANDUM

TO: Office of Vocational Rehabilitation Staff
Client Assistance Program Administrator

FROM: Cora McNabb
Executive Director
Office of Vocational Rehabilitation

THROUGH: Charles W. Puckett
Program Administrator
Division of Program Services

DATE: October 24, 2007

RE: Rental of Modified Van

A fee of an amount not to exceed \$100.00 per day has been established for the rental of a modified van (i.e. powered lift, raised roof/lowered floor, wheelchair tie-downs) to transport a consumer who requires such a vehicle to participate in rehabilitation services, as identified on the Individual Plan for Employment, or to maintain employment when their personal modified van is temporarily unavailable for use due to the need for mechanical or collision repair.

This service may be authorized for a period not to exceed twenty (20) days. At that time, the counselor must review the situation and determine if additional time is warranted. If the counselor deems it appropriate, one more rental period not to exceed twenty days may be authorized.

All comparable benefits, such as automobile insurance, must be utilized. If the consumer is eligible for a benefit such as automobile insurance, the Office of Vocational Rehabilitation shall only pay any difference between the amount of the comparable benefit and the daily rate referenced above. The total amount that the consumer receives should not exceed the \$100.00 daily amount. The consumer is responsible for ensuring that the vehicle is covered by insurance in an amount equal to the state minimum requirements.

Fee Schedule

Funds shall come from the counselor's caseload budget and expenditure code 60B (Transportation) shall be used.