

EDUCATION AND LABOR CABINET
Office of Vocational Rehabilitation

**Determination of Right to Services, Agreement of Understanding
and Notice of Priority Category in the Order of Selection**

DETERMINATION OF RIGHT TO SERVICES

Based on the information obtained for your case, it has been determined that you are entitled to receive the services offered by the Office of Vocational Rehabilitation because your disability constitutes or produces a substantial impediment to work and to obtain or retain a job you will require the services of this agency. Unfortunately, due to lack of funding, the Office of Vocational Rehabilitation (OVR) is unable to serve all qualified individuals who are interested in obtaining vocational rehabilitation services. In this circumstance, and to comply with federal law, the OVR must apply an order of selection to determine priority among qualified individuals. An order of selection means that any person qualified to receive OVR services is assigned to a priority category based on their functional limitations to perform a job. Currently, the OVR has five priority categories, with category 1 being that of qualified individuals affected by the most significant disabilities.

The OVR has discontinued priority categories 3, 4 and 5 of the Selection Order and will not provide vocational rehabilitation services to individuals assigned to them until funds are available. **Currently, you are assigned to the _____ category, therefore the agency cannot provide you with services at this time.**

WAITING LIST:

Keep in mind that there is always the possibility that funds will increase. For that reason, OVR maintains a waiting list of qualified individuals who are not assigned to the priority being served. The waiting list ensures that the agency will contact you at least once a year to assess your situation regarding your disability, employment, and need to continue on the waiting list. If you would like to be placed on the waiting list, please fill out the attached form and return it to our office in the envelope also attached. Also, if your circumstances regarding your disability change, contact your [caseload owner name] [caseload owner primary phone] rehabilitation counselor to have the category you were assigned to reconsider. If we do not receive this form within 30 days from the date of this letter we will close your case.

RIGHT OF APPEAL:

If you would like to appeal the priority category assigned to you, please refer to your Consumer Guide or write to Director of Field Services, Office of Vocational Rehabilitation, 500 Mero Street, 4NE, Frankfort, KY 40601. You can also call 1-800-372-7172. For assistance in this process, please contact the Client Assistance Program at 1-800-372-2988 or visit their website at <http://www.kypa.net/intake-form.html>.

OTHER RESOURCES:

In this letter you will find a list of potential resources and agencies that could help you meet your employment needs. For more information on the Order of Selection visit the kcc.ky.gov and www.ed.gov/about/offices/list/osers/rsa/faq.html sites.

Counselor Signature

[OOS status date]

Date

**EDUCATION AND LABOR CABINET
OFFICE OF VOCATIONAL REHABILITATION**

[OOS status date]

[Consumer Name]
[Case Number]

I request that my name continue on the OVR services waiting list

I understand that my case will be reviewed annually and that I will be informed of my status on the waiting list. If my circumstances change, I will contact my counselor to reconsider my case.

Please update my contact information in your records:

Name _____

Address _____

Telephone _____

Other phone _____

Signature _____

Date _____

Signature of the guardian _____

(if applicable)

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Information & Resources

Kentucky Office of Employment and Training - www.oet.ky.gov

Kentucky Resource Market - <http://chfs.ky.gov/dail/resourcemarket/>

The ARC of - Kentucky <http://www.arcofky.org/resources/>

United Way of – www.uwky.org Kentucky

Developmental Disabilities Council - <http://mhmr.ky.gov/kdmhmrs/default.asp>