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GOVERNOR

## EDUCATION AND LABOR CABINET

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### SERVICE FEE MEMORANDUM

## Bonus Payments for Community Rehabilitation Program Outcomes

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**TO:** Office of Vocational Rehabilitation Staff  
Client Assistance Program Administrator

**FROM:** Executive Director  
Office of Vocational Rehabilitation

**THROUGH:** Field Services Division Director

**DATE:** Effective: October 27<sup>th</sup> 2023

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### Bonus Payment Amount(s)

A **Bonus Payment** of **\$1,000.00** per consumer may be awarded to a Community Rehabilitation Program (CRP) for outcomes meeting a specific targeted wage. The consumer must work a minimum of 20 hours per week **at or above 52%** of the average hourly earnings of all employed individuals in the state.

**The Office of Vocational Rehabilitation (OVR) targeted wage for Program Year 2023 is \$13.94. Program Year 2023 is from July 1, 2023 through June 30, 2024.**

A **Bonus Payment** of **\$500.00** per consumer may be awarded to a CRP for outcomes with employer paid comprehensive major medical insurance. In order for the insurance to qualify as employer paid, the employer must pay at least 51% of the premium. Supplemental insurance does not meet the requirement of this provision.

**The Bonus Fees are payable only to a CRP.** These fees were developed to increase the quality of employment outcomes for individuals receiving Employment and Retention leading to a Competitive Employment outcome or Supported Employment (SE) services from a CRP and to improve the OVR's indicator related to quality employment outcomes. The fees are bonus payments that the Community Rehabilitation Program will automatically be eligible for if the established criteria are met.

Expenditures are paid from the CRP Budget using the following expenditure codes:

- Expenditure Code **71E**, CRP Bonus Wage
- Expenditure Code **71F**, CRP Bonus Insurance

### **Criteria, Procedures, and Restrictions**

- i. The consumer must receive either Employment and Retention Services or SE services from the approved CRP that leads to a Competitive Integrated Employment outcome.
- ii. The CRP may be eligible for one or both bonus payments.
- iii. Bonus payment will be determined at the time that the standard for payment is met at 90 days of successful employment for Employment and Retention and SE.
- iv. The CRP must submit adequate documentation that the criterion/criteria have been met along with the bill requesting bonus payment(s) in addition to the established outcome fee no later than 2 weeks after the standard for payment has been met. Possible sources of verification might be copies of the consumer's last two pay stubs or copies of the individual's valid health insurance card from a major insurer.
- v. Once the bill is received and the criterion/criteria has been verified, the original authorization should be adjusted to reflect the increased fee payment.
- vi. Bonus payments will come out of the CRP budget.
- vii. The maximum payment for the authorized CRP service will not exceed the established outcome fee plus \$1,500.00.
- viii. The CRP will be provided with the target amount within 30 days of the close of the Program year.