



**DEPARTMENT OF HUMAN SERVICES
OFFICE OF REHABILITATION SERVICES**

“Helping individuals with disabilities to choose, find and keep employment”

***Supported Employment
Vocational Evaluation
Fact Sheet***

PURPOSE:

SE Vocational Evaluation is an assessment of the employment capabilities of individuals with significant disabilities using skill, situational, work-based and functional assessments, as well as a discovery process in order to provide recommendations for subsequent vocational rehabilitation services, support needs, skills training or other appropriate services. The SE Vocational Evaluation also serves to enhance the participant's ability to make informed choices about work.

SE Vocational Evaluations (other than those for Educational Collaboratives and Transition Programs which have a specific form and format) have the same basic content and procedure:

- A Referral Form (ORS-902 - which should always be included and asks appropriate, relevant questions).
- Signed Release of Information Form (ORS-37) to support referral.
- The SE Vocational Evaluation Report Form (ORS-1102-SE).

The SE Vocational Evaluation is a 10 day evaluation – with some Interest and Discovery Assessments and an actual work experience in an integrated community setting (minimum 20 hours). This work assessment should accommodate individual needs and is expected to occur in a community-based, integrated work setting. Any variation to these requirements must be approved by ORS. The work assessment is intended to provide the customer and Rehabilitation Counselor with information about work performance and work behaviors. Information gathering about careers, training programs, and tours are not part of the Vocational Evaluation, and usage of facility-based setting is not acceptable.

The fee for the completed SE Vocational Evaluation is \$1,500.00 and must include a skill assessment, work experience and a completed SE Vocational Evaluation Report in order to process any invoice. The invoice will be accompanied by a Vocational Evaluation report, following a conference with the individual, counselor and agency representative.

SUMMARY:

The content of SE Vocational Evaluation report generally consists of:

- Answers to the Referral Questions, background information.
- Discovery findings.
- Summary of the community-based work experience.
- Observations/findings.
- Recommendations and Information about support needs and/or any job accommodations necessary.

RECOMMENDATIONS:

Recommendations will address individual's expressed interests, skills and abilities, as well as occupational recommendations based on Discovery findings and evaluation information, and job availability in the area (LMI). Occupational information provided should include educational, aptitude, physical as well as any licensing requirements. (Sources for this information should be referenced. (i.e., Occupational Outlook Handbook (online); ONET; and DOT).

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