

AGREEMENT # IMOA 900001

NC Department of Health and Human Services (DHHS) MEMORANDUM OF AGREEMENT

BETWEEN:

NC Department of Health and Human Services, Division of Vocational Rehabilitation Services

AND

NC Department of Health and Human Services, Division of Services for the Blind

REGARDING: Client Services

THIS AGREEMENT, made and entered into this 5th day of August 2008, is by and between the DHHS Division of Vocational Rehabilitation Services, hereinafter referred to as DVR and the DHHS Division of Services for the Blind, hereinafter referred to as DSB.

The administrator of this IMOA for DVR will be the Chief of Program Policy, Planning and Evaluation; 2801 Mail Service Center, Raleigh, NC 27699-2801; 919-855-3566.

The administrator for DSB will be the Assistant Director, DSB; 2601 Mail Service Center, Raleigh, NC 27699-2601; 919-733-9822.

This IMOA maybe terminated by either party upon at least 30 days' written notice. This IMOA may be amended, if mutually agreed upon, to change the responsibilities of the IMOA. Such changes shall be incorporated as an addendum to this IMOA.

I. PURPOSE AND GOALS

This agreement is entered into by the DVR and DSB for the purpose of establishing cooperative guidelines to ensure persons with disabilities have equal access to the most appropriate vocational rehabilitation and independent living rehabilitation services. DVR recognizes the comprehensive and specialized vocational rehabilitation and independent living rehabilitation services provided by DSB for persons who are blind or visually impaired. DSB recognizes the comprehensive and specialized vocational rehabilitation and independent living rehabilitation services provided by DVR for persons with physical or mental disabilities. The goal of the agreement is to provide guidelines for sharing of information and for determining which programs can best meet the needs of the individuals with disabilities who are applying for vocational rehabilitation or independent living rehabilitation services.

The agreement is made in accordance with the Rehabilitation Act of 1973 as amended, NC General Statues Chapter 111-11 and 111.11.1, and 143-545.1. DVR and DSB, in providing vocational rehabilitation or independent living rehabilitation services as required by the Rehabilitation Act of 1973 as amended, shall adhere to the guidelines outlined in this agreement.

II. MUTUAL RESPONSIBILITIES

- A. Both parties will provide vocational rehabilitation services and independent living rehabilitation services in accordance with the Rehabilitation Act of 1973 as amended, and North Carolina General Statutes.
- B. Both parties will adhere to guidelines established by the agreement for cooperative communication for the benefit of applicants and of eligible individuals.
- C. DVR and DSB will share information with each other about specific disabilities as required to ensure all applicants and eligible individuals receive quality vocational rehabilitation and independent living rehabilitation services.
- D. When a question arises as to which Division can best serve an individual applying for services, the DSB Area Supervisor, the DVR Unit Manager and the applicant (and/or the applicant's representative) will work together to determine which Division can best meet the applicant's vocational rehabilitation or independent living needs.
- E. In rare situations, dual cases can be maintained simultaneously with both DVR and DSB when all of the following requirements are met or continue to be met:
 - a when the DVR and DSB Counselors, the DSB Area Supervisor, the DVR Unit Manager, the DSB Program Chief for Field Services, the DVR Chief of Policy and Casework and the applicant (and/or the applicant's representative) agree that a consumer's impediments to employment require *substantial* services and also require counselors with each Division to provide guidance, counseling, and coordination of the substantial services. Substantial services do not include consultations provided by other Division's resource staff.
 - a following periodic review by the parties, it is determined that the consumer's rehabilitation needs are being served effectively through the arrangement.

In such situations, these arrangements are to be documented in the IPE in both case records. Should a consumer request for their case to be closed unsuccessfully, the counselor approached will notify the other Division's counselor of this and a joint decision made. Upon the consumer achieving their employment goal successfully, a joint decision will be made by both parties prior to closing the case. If substantial services were provided by both Divisions as planned, each Division can count the case as a successful closure.

- F. Information will be exchanged between the agencies about staff training, changes to APA rules, and other areas of interest to DVR and DSB staff members.
- G. DVR and DSB will share information about job opportunities and training programs that can assist eligible individuals from either agency to successfully reach their vocational or independent living goals.
- H. Grievance procedures: When questions arise over services to individuals with dual disabilities that cannot be resolved by local management as previously described, the DSB Program Chief for Rehabilitation Field Services, the DVR Chief of Policy and Casework Operations, the applicant (and/or the applicant's representative), and the Client Assistance Program will work together to determine the agency which can best offer the applicant the services that are required to meet the applicant's vocational rehabilitation or independent living needs.

III. RESPONSIBILITIES OF DVR

- A. DVR will refer to DSB all persons who:
 - 1. Are totally blind;
 - 2. Have visual acuity that does not exceed 20/200 in the better eye when wearing glasses or contact lens;
 - 3. Have visual fields (side vision) that is narrowed to 20 degrees or less in the better eye;
 - 4. Have night blindness or a progressive eye condition, which, in the opinion of a qualified ophthalmologist, will result in a substantial functional visual loss; and/or
 - 5. Have low vision so that vision with glasses or contact lens is so limited as to prevent the performance of ordinary activity.

- B. When an applicant with low vision and other physical and/or mental disabilities is determined to be best served by DSB due to the primary need for vision-specific vocational rehabilitation or independent living rehabilitation services, DVR will be available for consultation with DSB about issues related to the applicant's other physical and/or mental disabilities, if needed.

- C. When an applicant is considered to be Deaf-Blind, the local DVR Counselor, DSB Counselor, the DSB Deaf-Blind Specialist, and the applicant (and/or applicant's representative) will work together to determine which agency can best meet the vocational rehabilitation or independent living needs of the applicant.

IV. RESPONSIBILITIES OF DSB

- A. DSB will refer to DVR all individuals with a physical or mental disability who:
 - 1. After assessment, do not have a primary or functional disability of blindness or visual impairment; or
 - 2. Have low vision, but require specialized services available through DVR due to primary functional impairments related to the mental and physical disability.

- B. When an applicant with low vision and other physical and/or mental disabilities is determined to be best served by DVR due to the primary need for specific vocational rehabilitation or independent living rehabilitation services related to disabilities rather than vision, DSB will be available for consultation with DVR about issues related to the applicant's visual impairment.

- C. When an applicant is considered to be Deaf-Blind, the local DVR Counselor, DSB Counselor, the DSB Deaf-Blind Specialist, and the applicant (and/or the applicant's representative) will consult with each other to determine which agency can best meet the vocational rehabilitation or independent living needs.


This IMOA #900001 shall begin on

and end on

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**North Carolina Department of Health and Human Services
Division of Vocational Rehabilitation Services**

BY:



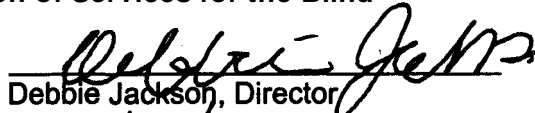
Linda Harrington, Director

DATE:

____ 7-15-08 ____

**North Carolina Department of Health and Human Services
Division of Services for the Blind**

BY:



Debbie Jackson, Director

DATE:

____ 7/15/08 ____