

# Instructions

Attached is the *Vocational Rehab Survey – 2009*. This survey only counts patients who were:

- **part of your facility as of December 31, 2009 and**
- **aged 18 through 54 (DOB Range = 1/1/55 -12/31/91).**

This survey is a retrospective look at 2009 rehab activities, so **please do NOT count information that pertains to 2010.**

If you used the *2009 Vocational Rehabilitation Tracking Tool* that the Network #15 Patient Services Department sent last year, you can transfer those numbers onto the attached Survey.

The definitions below are intended to give detailed descriptions of each category from the box on the attached *Vocational Rehab Survey*. Please put your totals for each category onto the attached *Vocational Rehab Survey*.

## **Total of patients (aged 18-54) who received Voc Rehab services in 2009**

CMS definition includes those who did any of the following for any length of time during the year:

- Talked with VR personnel AND agreed to be evaluated for services by completing an application, having medical records requested, or being assigned a counselor
- Received evaluation services by participating in testing (for example: interest inventories, skills testing, aptitude testing, work readiness inventories) or by attending an evaluation/testing center
- Received vocational counseling, training at a community facility, Ticket to Work program, private or public educational/training center or school [patients going to school funded by VR can also be counted again in the “attending school” category]
- Received assistance with job seeking skills, with job placement, or with retaining or modifying a job through a VR counselor, job placement specialist, Ticket to Work program, or private or public agencies

## **Total of patients (aged 18-54) employed full or part-time at any time during 2009**

CMS definition of employment is restricted to those who:

- Received taxable wages from an employer or who was self-employed and paid taxes on earnings [Patients in this category may also be counted again in the next category, if they also went to school]

## **Total of patients (aged 18-54) enrolled in any formal education or training program in 2009**

CMS definition includes those who:

- Were enrolled in ANY training program or formal education (for example: college, technical school, GED program, community facility training) [Patients in this category may also be counted again in the previous category if they also worked]

Returning the Vocational Rehabilitation Survey is mandatory per the Conditions for Coverage. If there is more than one Social Worker at your facility, please combine your statistics and return only one copy of the Facility Survey, showing entire facility totals, not just those for your caseload.

**Questions? Call the Network #15 Data Dept at 303-860-1515**

## Vocational Rehab Survey – 2009

Facility Name: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Facility Medicare Provider Number: \_\_\_\_ \_

Facility Phone: \_\_\_\_\_

Name of Person Completing This Form: \_\_\_\_\_

After reading the attached instructions, please complete and FAX this page back to Network #15 at 303-860-8392.

Remember, you should ONLY be looking at patients who were

- part of your facility as of December 31, 2009 **and**
- aged 18 through 54 (DOB Range=1955 -1991)

**This survey is a retrospective look at 2009 rehab activities, so please do NOT count information that pertains to 2010.**

<b>Vocational Rehab Totals for patients aged 18-54 as of 12-31-2009</b>		
Total of patients who received Voc Rehab services in 2009	Total of patients employed full or part-time at any time during 2009	Total of patients enrolled in any formal education or training program in 2009

FAX to Network #15 at 303-860-8392 no later than February 10, 2010