

NC DIVISION OF SERVICES FOR THE BLIND POLICIES AND PROCEDURES VOCATIONAL REHABILITATION

Section:	Preface
Title:	Preface
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Formerly From: Policy Manual

All information contained in the Vocational Rehabilitation (VR) Policies and Procedures Manual represents interpretations by the N.C. Division of Services for the Blind (DSB) of laws and regulations pertaining to the purpose, authority and goals of the VR Services Program.

Materials reflect the agency's interpretations and applications of these federal and state laws and regulations into functional procedures for providing VR services to eligible individuals according to approved methods. As such, these procedures represent official policy of the N.C. Division of Services for the Blind.

The Policy/Procedures Manual for the VR Program provides information to the user on topics such as eligibility requirements, individual rights, scope of vocational rehabilitation services and financial responsibility/ economic need Requirements.

While every effort has been made to reference policies/procedures needed for VR counselors and others to carry out the functions of the VR Services Program, it remains the responsibility of each worker to coordinate these functions with other program procedures within the agency through communication with his/her supervisor.

All sections of the VR Policies/Procedures Manual are alphabetized according to topic area and maintained on-line at the DSB official website.

Manual Updates

Manual sections will be revised as needed to reflect changes in agency policies/procedures affecting delivery of VR Services. These changes may come about from changes in federal and state laws, Department of Health and Human Services (DHHS)/agency rules and regulations, etc. All revision to the VR Services Manual will be generated by the Chief of VR programs and facilities in the state office.

DSB management encourages staff to utilize the on-line version as the official document by which DSB conducts business on a daily basis and throughout the VR Process.