

# West Virginia Division of Rehabilitation Services

## Public Meeting

Proposed Order of Selection (OS) Change  
Proposed Change to Training Fee Schedule

Kanawha City – December 20, 2017

Morgantown – December 21, 2017

# Proposed Order of Selection (OS) Change

In Federal Fiscal Year (FY) 2018, the West Virginia Division of Rehabilitation Services (DRS) is operating under an order of selection (OS), as there will not be adequate fiscal resources to provide services to all eligible consumers. DRS will continue to place eligible applicants with non–significant disabilities (OS priority categories 3 and 4) on the waiting list in FY 2018.

- DRS is proposing to place eligible applicants with significant disabilities (OS priority category 2) on the waiting list, starting in January of FY 2018.
- DRS will consider placement of additional eligible applicants (Individuals with the most significant disabilities; OS priority category 1) on the waiting list after the closure of OS category 2, if needed.

# WVDRS Order of Selection Four Priority Groups

- **Category 1**: Eligible applicants with the most significant disabilities.
- **Category 2**: Eligible applicants with significant disabilities.
- **Category 3**: Eligible applicants with non–significant disabilities comprised of individuals with a permanent disability and whose service provision will be completed in less than nine months.
- **Category 4**: Eligible applicants with non–significant disabilities comprised of individuals with a non–permanent disability.

# Category 1 – Most Significant Disability (MSD):

- Permanent physical or mental impairment
- Limits 3 or more functional capacities
- Requires 2 or more vocational rehabilitation services
- Services require more than twelve months (extended time)

# Category 2 – Significant Disability (SD):

- Permanent physical or mental impairment
- Limits 1 or more functional capacities
- Requires 1 or more vocational rehabilitation services
- Services require nine months or more (extended time)

# Category 3 – Non-Significant Disability (NSD)

- Permanent physical or mental impairment
- Functional limitations
- Requires vocational rehabilitation services
- Services require less than nine months

# Category 4 – Non-Significant Disability (NSD):

- Non-Permanent physical or mental impairment
- Functional limitations
- Requires vocational rehabilitation services

# Reason for Change

DRS is proposing to place eligible applicants with significant disabilities (OS priority category 2) on the waiting list. DRS will also consider placement of additional eligible applicants with the most significant disabilities (OS priority category 1) on the waiting list after the closure of OS category 2, if needed.

- This is due to unexpected significant reductions in re-allotted funds over the previous three federal fiscal years.
  - \$16,500,000 in FY 2015
  - \$6,680,811 in FY 2016
  - \$1,332,913 in FY 2017
- **Over \$15 million reduction in re-allotted funds over two years**

# Expected Impact

- DRS anticipates that approximately 2,000 new eligible applicants in OS Category 2 will be placed on the waiting list each year.
- An additional 3,000 new eligible applicants in OS Category 1 could be placed on the waiting list per year, if DRS determines that it is necessary to do so.
- DRS will continue using funds to serve consumers who have already been determined eligible and not on the waiting list throughout the lifespan of their cases.

# Proposed Change to Training Fee Schedule

- DRS will only consider tuition, books, and supplies as training costs.
- The total maximum allowable amounts for training costs are:
  - Tuition – \$4,000 annually or \$2,000 per semester and
  - Books and supplies – \$500 annually or \$250 per semester.

# Training Costs

- In Fiscal Year 2017, DRS spent over \$12 million in tuition
- On average, DRS has spent about \$4,500 in training costs per student each year
- This continued spending depended on significant re-allocated funds which are no longer available.

# Exceptions

***EXCEPTIONS will be considered on a case by case basis. Consideration will be given when the student does not have sufficient resources to pay for tuition and/or books.***

## **TO CALCULATE SPONSORSHIP EXCEPTIONS:**

Tuition & Books (Actual cost for Spring 2018) Amount	_____
Less EFC:	- _____
Less DRS sponsorship:	- _____
Less All grants/scholarships:	- _____
	= (+ or -) _____.

- ❖ If there is still a gap meeting tuition cost, DRS will consider an exception to close the gap.
- ❖ Sponsorship cannot exceed “unmet need” according to the Student Financial Plan
- ❖ Room and Board are general living expenses and not typically considered during a review for an exception.
- ❖ When reviewing for sponsorship consideration, DRS sponsorship is considered as one of the tuition and books resources and the maximum allowable amount will be considered unless that amount causes an over-award in regards to unmet need.
- ❖ If the actual costs for books cannot be determined utilize the amount indicated on the *Student Financial Plan*

# Letter to Clients

## **Follow up information concerning maximum allowable amounts for training sponsorship through the Division of Rehabilitation Services**

Dear \_\_\_\_\_

The West Virginia Division of Rehabilitation Services recently provided you information regarding a reduction in the maximum allowable amounts for training sponsorship.

This follow up letter will provide additional information. The Division wants to ensure all our clients are afforded the opportunity to have their specific financial situation reviewed and to determine if their available resources will cover tuition, books and supplies for the upcoming 2018 Spring semester. The Division's Counselors and Managers are available and want to assist you in reviewing your financial resources. If this review determines you do not have the resources to cover the Spring tuition, books and supplies you may be eligible for a sponsorship funding exception by the Division. Financial resources are referred to as any Financial Aid (grants, scholarships) including Expected Family Contribution (EFC), as determined by the Financial Aid Office of your specific training institution, plus the DRS sponsorship allowable amounts. The Division will apply our resources to tuition, books and supplies costs.

As always you have the right for a review of your financial situation to determine if an exception is available based on your financial resources. Please review this information and, if you choose, you have the right to appeal this decision. As your rehabilitation counselor, I can assist you with the appeal process or you may ask for assistance from the Client Assistance Program (CAP). You may reach CAP at [1-800-950-5250](tel:1-800-950-5250).

The Division has notified all training institutions Financial Aid Offices of the changes. You should also follow up with your training Financial Aid Office to discuss your specific circumstances.

Please do not hesitate to contact me at ( *add counselor phone number and email* ) with any questions or concerns. Please know the Division remains committed to assisting our clients in meeting their employment goals.

Sincerely,

# To Make Comments

**All comments must be submitted in writing and must be received by 3:00 pm on January 5<sup>th</sup>, 2018.**

Mail to:

Tracy Carr

West Virginia Division of Rehabilitation Services  
Administrative Offices  
107 Capitol Street  
Charleston, WV 25301

Comments can also be submitted electronically at  
[www.wvdrs.org](http://www.wvdrs.org)

Questions may be directed to Tracy Carr at  
800-642-8207 or 304-356-2060.