

Control Activities		Information and Communication		Monitoring Activities		Risk Assessment	
Is there a written policy?	Are procedures written?	Has there been training?	Other means of I & C?	Is a review and approval process in place?	Is data / reporting analyzed for accuracy / reasonableness?	Are errors recorded and analyzed for correction?	Is there a plan in place for management to address risk?

Focus Area

Performance of the State VR Services and State Supported Employment Services Programs

Responsible Person

Section: Data Analysis		Control Activities		Information and Communication		Monitoring Activities		Risk Assessment	
Focus Area	Responsible Person	Is there a written policy?	Are procedures written?	Has there been training?	Other means of I & C?	Is a review and approval process in place?	Is data / reporting analyzed for accuracy / reasonableness?	Are errors recorded and analyzed for correction?	Is there a plan in place for management to address risk?
VR Agency Profile									
2a.	What recent trends in the employment rate has the VR agency experienced?								
3a.	How does the agency determine measurable skill gains (MSGs)?								
5.	Is the VR agency substantially meeting the time frames for eligibility determination and individualized plans for employment (IPE) development?								
6a.	Describe which of the five major disability categories are being served most by the VR agency? Which are being served the least?								
9a.	How many participants have a supported employment goal?								
VR Process									
10a.	Identify trends in the number of total applicants for the past three Federal Fiscal years.								
11.	Identify trends in the total number of eligible individuals for whom an IPE has not been developed for FFY 2016, 2017, 2018 and compare to the number of applicants over the same time frame.								
14a.	Are there significant changes in the number of individuals served under an IPE? Are there individuals accepted for services who do not receive services?								
16.	At what points are individuals with disabilities exiting the VR program prior to a signed IPE and receipt of services and what are their major reasons for exiting?								
	a. after application but before eligibility								
	b. during or after trial work experience								
	c. after a determination of ineligibility								
	d. after eligibility from an OOS waiting list, if applicable								
	e. after eligibility, but prior to a signed IPE								
18a.	For individuals with disabilities exiting the program after IPE development and service provision but without an employment outcome, can the VR agency describe why these exits are occurring?								
VR Services									
19a.	What training, career, and other services are provided most often and least often (by percentage) for all individuals served?								
Quality of Employment Outcomes									
35.	Are individuals achieving substantial gainful activity and/or reducing the need for public support?								
39.	In PY 2018, what were the five most common SOC codes in which competitive employment outcomes were classified? Were they representative of the broad range of SOC categories or concentrated in particular categories?								
40.	In PY 2018, which SOC codes are associated with the highest and lowest median hourly wages?								
Pre-Employment Transition Service									
48a.	What percentage of students with disabilities reported on the RSA-911 is receiving pre-employment transition services?								
49.	Of those receiving one or more pre-employment transition services, how many are applicants of the VR program? How many are potentially eligible?								
50a.	How many students with disabilities are exiting pre-employment transition services without applying for further VR services?								
51a.	Which of the five required pre-employment transition services does the VR agency provide most and least frequently?								
Section: RSA-911 Data Reporting Internal Controls									
52.	How does the VR agency's quality assurance system ensure that data are reported accurately?								

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VR Agency Profile									
2b.	What strategies is the agency undertaking to improve its employment rate?								
3b.	What efforts is the VR agency making to increase the number of individuals eligible for MSGs who achieve an MSG?								
4.	How does the VR agency ensure accurate reporting of MSGs?								
7.	For individuals who have an IPE and have received no services, what is the VR agency's explanation for these individuals not receiving services and what strategies has the agency developed to address this issue?								
8.	Does the agency have any strategies for increasing the number of participants in the VR program? What barriers has the agency encountered in increasing the number of participants?								
9b.	Any strategies to maintain or increase the number of participants with supported employment goals?								
VR Process									
10b.	Justify the trends in the number of total applicants for the past three Federal Fiscal years.								
14b.	Are there significant changes in the number of individuals served under an IPE? Are there individuals accepted for services who do not receive services? Describe any changes and the effect on performance overall for the VR agency. Discuss the projected performance implications.								
15.	What strategies has the VR agency employed to improve the timely flow of applicants through the various stages of the VR process, including the determination of eligibility within 60 days and the development of the IPE within 90 days following the determination of eligibility.								
17.	What is the VR agency doing to reduce the number of individuals exiting from the program prior to the receipt of services and without an employment outcome?								
18b.	Describe strategies the VR agency is employing to increase the number of individuals achieving an employment outcome?								
VR Services									
19b.	How might the provision of services affect the quality of employment outcomes for the VR agency?								
26.	Has the agency made any significant changes in its service delivery models?								
27.	How is the VR agency embracing and reporting MSGs and planning for credential attainment? Specifically, how is the VR agency providing post secondary and vocational training leading to credentials and improved opportunities for quality employment outcomes?								
28.	To what extent, if any, is the VR agency using comprehensive transition programs to assist individuals with intellectual and developmental disabilities in their journey to employment?								
29.	What types of services is the agency providing to assist individuals with disabilities in gaining work skills (for example, work-based learning experiences, apprenticeships, internships, etc.)?								
30.	To what extent is the agency providing job retention services?								
Quality of Employment Outcomes									
31.	Given its employment rate, what strategies has the VR agency developed to improve its overall performance in assisting individuals to achieve competitive integrated employments or supported employment, including customized employment?								
33.	How does the agency view its performance related to median hourly wages and median hours worked? Has the agency compared its performance to any state information on median hourly wage and earning for the general population?								
34.	Has the agency encountered any challenges or barriers in assisting individuals with disabilities in achieving quality employment outcomes? If so, please discuss these.								
38.	What strategies has the VR agency employed to increase the number of employment outcomes in supported employment at competitive wages at or above minimum wage?								

44.	How is the VR agency 'rethinking' its policies and strategies to assist individuals with the most significant disabilities to achieve quality supported employment outcomes consistent with their informed choice and career goals?									
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