

APPENDIX B - 3304-1-12 Community Rehabilitation Program Standards

Community rehabilitation programs include those service providers that are preliminarily accredited, accredited or certified in accordance with paragraphs (A) and (B) of this rule.

(A) A community rehabilitation program seeking to establish a fee for vocational rehabilitation (VR) services on the RSC fee schedule on or after the effective date of this rule and before admitting and/or serving the first RSC consumer in any of its VR programs shall be preliminarily accredited, accredited or certified by the commission on accreditation of rehabilitation facilities (CARF), as appropriate, in one or more of the following categories of VR service that it provides to consumers: vocational evaluation, work adjustment, personal adjustment, job placement, job coaching, and community-based assessment service programs; or, for orientation and mobility and rehabilitation teaching services only, by the academy for certification of vision rehabilitation and education professionals (ACVREP).

(1) If the community rehabilitation program provides all of its VR services directly to consumers, the community rehabilitation program shall determine in which of the service categories it will secure certification, accreditation, or preliminary accreditation, appropriate.

(2) If the community rehabilitation program subcontracts any of its VR services through other providers, it must obtain accreditation or preliminary accreditation, as appropriate, in all VR services in which it subcontracts.

(3) The community rehabilitation program approved and listed on the RSC vocational rehabilitation service provider fee schedule as of the effective date of this rule must obtain accreditation as follows:

(a) All community rehabilitation programs shall renew accreditation according to the established resurvey process and obtain accreditation according to paragraph (A) of this rule; and/or

(b) Community rehabilitation programs that subcontract VR services through other providers shall obtain accreditation in all subcontracted VR services within one year of the effective date of this rule.

(4) Community rehabilitation programs with ACVREP certification must provide proof of liability insurance to RSC.

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(B) Additional credentialing bodies for VR services include the national accreditation council (NAC) for agencies serving people with blindness or visual impairment, national blindness professional certification board (NBPCB) certification for center-based adjustment to blindness training and the joint commission (TJC) for accreditation in behavioral health care.

(1) If the community rehabilitation program subcontracts any of its VR services through other providers, it must obtain preliminary accreditation or accreditation in all VR services in which it subcontracts unless the credentialing body identified in paragraph (B) of this rule routinely surveys all services, including subcontracted services, in the course of the accreditation process.

(2) The community rehabilitation program approved and listed on the RSC vocational rehabilitation service provider fee schedule as of the effective date of this rule must obtain preliminary accreditation, accreditation or, if already accredited, maintain accreditation according to the resurvey process established by the appropriate credentialing body listed in paragraph (B) of this rule.

(C) The community rehabilitation program shall submit to RSC documentation from the appropriate body verifying preliminary accreditation, accreditation or certification. RSC shall not purchase services from any community rehabilitation program that does not obtain accreditation following preliminary accreditation and/or maintain appropriate accreditation or certification status.

(D) The RSC area manager or his/her designee shall conduct a review of each new community rehabilitation program prior to utilizing its services in that area. The review will only be scheduled if the area has a need for the new services.

(E) Prior to utilization and when requested by RSC, the community rehabilitation program shall submit the following information to RSC:

(1) Accreditation/certification.

(2) Types of services.

(3) Fees for services.

(4) Program staffing.

(5) Referral procedures.

(6) Program accessibility.

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(7) Business/liability insurance.

(8) Business references.

(9) Other documentation, as deemed necessary by RSC.

(F) The community rehabilitation program shall give RSC a thirty-day notice of any change in program structures.

(G) The community rehabilitation program shall submit its fee schedule to RSC annually, no later than sixty days prior to the beginning of each federal fiscal year. The annual submission shall include all fee increases for the upcoming federal fiscal year.

(H) RSC may waive any paragraph or paragraphs of this rule if necessary to appropriately serve RSC consumers. The area manager or his/her designee shall request with justification a waiver from the executive director of RSC.

(I) The community rehabilitation program shall honor the rights and responsibilities of RSC consumers as defined in RSC's strategic plan and consumer handbook.

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