

## IVRS Responsibilities for Occupational Skills Training Services

- Determine job candidate's suitability for potential involvement in OST and generate appropriate referral to CRP.
- Oversee reimbursement to CRP upon receipt of job candidate's stipend amount.
- Participate in scheduled meetings to assess job candidate's progress towards occupational goal.
- Problem-solve with team to address issues hindering progress as needed.

## CRP Responsibilities for Occupational Skills Training Services

- Utilize curriculum-based training program that teaches specific work tasks.
- Provide training that enhances a job candidate's ability to do a specific job.
- Provide training that teaches job retention skills and improves a job candidate's ability to perform an identified job within the community.
- Share written report of outcomes and recommendations of Occupational Skills Training with IVRS counselor and job candidate.
- Track the number of hours and pay a stipend to a job candidate for any real work completed, which is submitted to IVRS for reimbursement.
- Address barriers that interfere or prevent vocational success in achieving placement in job candidate's desired occupation.
- Provide **Progress Report & Time Sheet** to IVRS itemizing the time period billed, hours worked, payment amount and documentation of achievement of performance measures.