

Nevada Rehabilitation Division  
 Summary of Participant Services Policy Manual Revisions for Nevada State Rehabilitation Council  
 Meeting Date: 11/07/2023

**Abbreviations:**

- VR- Vocational Rehabilitation

**Target Revision Date: 11/15/2023**

**Note:** Minor changes, clarification on current policy, as well as rearranging, re-formatting, or changes in wording that don't change the essence of the policy etc. are not summarized below.

Page numbers stipulated in this overview reflect the pages on the draft section pages attached that show the full revisions and additions. General revisions and updates are indicated in red text. Refer to the attached draft section pages for full changes (i.e. deletions, etc.).

**Section 1: Authority, Mission, Equal Rights and Residency**

<b>Topic:</b>	<b>Clarification or Change Summary:</b>	<b>Explanation:</b>
<b>Outreach to Underserved Populations</b>	<p><b>Addition on pages 4-6 to describe the Outreach to underserved populations</b></p> <p><b><u>Outreach to Underserved Populations</u></b></p> <p>The agency is committed to ensuring equitable access to its services, programs, and resources for all residents, including underserved populations. The agency is dedicated to proactive outreach efforts aimed at reducing disparities and improving access to services among historically marginalized communities.</p> <p>The primary objective is to establish a framework for conducting outreach to underserved populations to promote inclusivity, diversity, and equal access to vocational rehabilitation services. The agency aims to reduce barriers to</p>	<p>Define the agency's commitment to ensuring equitable access to its services, programs, and resources for all residents, including underserved populations. Describe the efforts and guidelines for outreach to underserved populations.</p>

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	<p>access and enhance engagement with underserved communities.</p> <p><u>Responsibilities</u></p> <p>Rehabilitation Division leadership and management are responsible for implementing and overseeing the outreach activities to underserved populations. Agency staff are responsible for adhering to these guidelines and actively participating in outreach efforts.</p> <p><u>Guidelines</u></p> <ol style="list-style-type: none"><li>1. Identification of Underserved Populations<ul style="list-style-type: none"><li>• The agency will regularly identify and assess the needs of underserved populations within its jurisdiction. This may include but is not limited to ethnic and racial minorities, low-income individuals, immigrants, refugees, and LGBTQIA+ people with disabilities.</li></ul></li><li>2. Culturally Competent Outreach<ul style="list-style-type: none"><li>• The agency will develop culturally competent outreach strategies to engage with underserved populations effectively such as, in person and digital strategies. These strategies will respect the cultural, linguistic, and social norms of the communities being served.</li></ul></li><li>3. Community Partnerships<ul style="list-style-type: none"><li>• The agency will collaborate with the Nevada Equal Rights Commission, community-based organizations, advocacy groups, and local leaders to leverage their expertise and networks for outreach efforts.</li></ul></li></ol>	
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	<ul style="list-style-type: none"><li>4. Accessible Information<ul style="list-style-type: none"><li>• The agency will ensure that all communication materials, including websites, brochures, and forms, are accessible and available in multiple languages as needed.</li></ul></li><li>5. Community Events and Workshops<ul style="list-style-type: none"><li>• The agency will host town hall meetings, seminars, and community events in areas with high concentrations of underserved populations to provide information and solicit feedback.</li></ul></li><li>6. Equitable Resource Allocation<ul style="list-style-type: none"><li>• The agency will work to reduce disparities in access to vocational rehabilitation services.</li><li>• The agency will ensure funding is equitable and available to underserved populations receiving vocational rehabilitation services.</li></ul></li><li>7. Data Collection and Evaluation<ul style="list-style-type: none"><li>• The agency will regularly collect data on the impact of outreach efforts, including participation rates among underserved populations, and use this information to refine outreach strategies.</li></ul></li><li>8. Training and Capacity Building<ul style="list-style-type: none"><li>• The agency will train staff members on cultural competence, diversity, and inclusion to ensure that staff interactions with participants in underserved populations are informed, respectful, and welcoming.</li></ul></li><li>9. Feedback Mechanisms<ul style="list-style-type: none"><li>• The agency will establish feedback mechanisms, such as surveys or advisory councils, to allow underserved populations to voice their concerns,</li></ul></li></ul>	
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	<p style="color: red;">suggestions, and experiences with vocational rehabilitation services.</p> <p style="color: red;">10. Periodic Review</p> <ul style="list-style-type: none"> <li>• The agency will periodically review agency guidelines to ensure their effectiveness and relevance to the changing needs of participants in underserved populations.</li> </ul>	
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**Section 25: Older Individuals Who Are Blind**

Topic:	Clarification or Change Summary:	Explanation:
<b>Eligibility</b>	<p><b>Addition on page 1 to include extension of time for eligibility determination</b></p> <p><u>Assessment of Eligibility</u>                      Determination of eligibility is required and must be completed within forty-five (45) days from the date of the receipt of the application.                      The determination of eligibility for the OIB Program services is based on a review of existing information. If additional data is necessary, assessments will be scheduled. Medical documentation of the visual impairment is required to determine eligibility.  <span style="color: red;">In extenuating circumstances, the case manager and applicant may agree to an extension of time.</span></p>	<p>Addition to allow for an extension of time for eligibility determination in extenuating circumstances if agreed to by all parties.</p>
<b>Individualized Written Independent Living Plan (IWILP)</b>	<p><b>Revision on page 2 to update timeframe for plan development addition on page 2 to include extension of time for IWILP development</b></p> <p><u>Individualized Written Independent Living Plan (IWILP)</u></p>	<p>Update IWILP timeframe to be developed within 45 days from eligibility determination verses 45 “business” days. This will</p>

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	<p>For Individuals eligible for the OIB program, a written signed Individualized Written Independent Living Plan (IWILP) will be developed within forty-five (45) days of eligibility determination. Services provided will be developed jointly by the designated staff person and the participant. Services provided must be included on the IWILP and be pre-authorized.</p> <p><b>In extenuating circumstances, the case manager and participant may agree to an extension of time.</b></p>	<p>increase plan development in a timelier manner.</p> <p><b>and</b></p> <p>Addition to allow for an extension of time for IWILP development in extenuating circumstances if agreed to by all parties.</p>
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