# VRIS UPDATE

# Vocational Evaluation Case Review Instrument and Instructions Effective 9/12/12 Number 343

## **SUMMARY OF UPDATES**

The Vocational Evaluation Review Instrument and Instructions have been revised. These revisions reflect changes as a result from moving from QUEST to QE2. The only major change added reflect that Vocational Evaluation Reports need to be completed within 10 working days from the time the client completes evaluation.

#### **VRIS POSTING**

Posted to VRIS: Forms and Marketing: Administrative Forms: <u>Case Review Instrument-Vocational Evaluation</u>

## FORMS REVISED

The Vocational Evaluation Review Instrument Form has been revised.

## MONITORING REQUIREMENTS

The Office Directors will use the documents when completing reviews on all staff completing vocational evaluations.

# **TEAM COMMUNICATION**

Office Directors will assure staff who complete vocational evaluations are familiar with this review document.

#### LEADERSHIP CONTACT

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