

VRIS UPDATE

Order of Selection Effective 4/1/11 Number 308

SUMMARY OF UPDATES

The revised Order of Selection guidelines and process have resulted in updates to the Order of Selection chapter, the QUEST Functional Capacities Screen, the Case Record Documentation Requirements, and the Functional Capacities Checklist form.

VRIS POSTING

The Order of Selection Chapter is posted to VRIS: Program Manual: Employment Program: Front End Process Overview: [Order of Selection](#).

The Case Record Documentation Requirements chapter is posted to VRIS: Program Manual: Policy: [Case Record Documentation Requirements](#).

FORMS REVISED

The Functional Capacities Checklist is an option form used by some specialist's to communicate to an associate the information to be entered in the QUEST Functional Capacities Screen. The form is posted to VRIS: Forms & Marketing: Case Service Forms: [Functional Capacities Checklist](#).

QUEST UPDATE

Both the QUEST Functional Capacities Screen and the Order of Selection Determination have been updated. The Order of Selection chapter contains a review of the Order of Selection Determination in QUEST.

MONITORING REQUIREMENTS

A Priority Determination Report will be included in the quarterly reports. The report will summarize the number and percentage of priority determinations by priority groups by team and statewide. The report will help to evaluate if the new criteria is resulting in a better distribution of determinations among the three priority groups and the consistency of priority determinations across teams.

TEAM COMMUNICATION

Teams should review the revised Order of Selection chapter in a team meeting. It is recommended that for a few months teams consider staffing a few cases to promote consistency in the application of the guidelines within the team.

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