

Quality Assurance Case Management - Summary of Cases

Report for: Johnny B. Goode Probationary 1/2018

		Yes	No	NA	Total Ap..	% Yes	
Application to Eligible	1	Documentation of comprehensive application interview (9-13)	12	1	1	13	92.3%
	2	Documentation that the individual has a physical or mental impairment (9-13)	14	0	0	14	100.0%
	3	Documentation that the impairment constitutes or results in substantial impediment (9-13)	14	0	0	14	100.0%
	4	Documentation that the vocational rehabilitation services are required to enable the individual to prepare for, enter into, engage in, or maintain employment (9-13)	14	0	0	14	100.0%
	5	SSI/SSDI documentation used to presume eligibility (9-13)	4	0	10	4	100.0%
	6	Existing information used as primary source for eligibility, when appropriate (9-13)	9	0	5	9	100.0%
	7	Eligibility determined within 60 days, or extension properly justified (9-13)	14	0	0	14	100.0%
	8	Eligibility determined in a timely manner (2 weeks) of receipt of records or proof of benefit (9-13)	13	0	1	13	100.0%
	9	Appropriate functional limitations for Disability Priority (9-13)	13	0	1	13	100.0%
	10	Appropriate Disability Priority determined (9-13)	13	0	1	13	100.0%
	11	Client notified of appointment within 2 weeks of Eligibility Determination (9-13)	6	0	8	6	100.0%
Section Sub Totals							

Number of cases reviewed: ██████
 A blank in the % Yes column indicates no applicable items.

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		Yes	No	NA	Total Ap..	% Yes	
Eligible to Service	1	Case file documents vocational planning and guidance activities with client to assist in establishing an appropriate vocational goal (9-13)	21	2	4	23	91.3%
	2	Documentation reflects counselor was an active participant in the client's rehab services	12	2	13	14	85.7%
	3	Documentation is goal directed and includes next plan of action (9-13)	17	0	10	17	100.0%
	4	Counselor followed through as indicated in goal directed documentation (9-13)	15	2	10	17	88.2%
	5	Informed choice documented (9-13)	24	0	3	24	100.0%
	6	If IPE not developed in a timely manner (90 days), justification documented (9-13)	6	2	19	8	75.0%
	7	Documentation of the Plan Development Extension date was agreed on by client (9-17)	5	0	22	5	100.0%
	8	Plan Development Extension completed prior to/on the 90th day (9-17)	5	0	22	5	100.0%
Section Sub Totals							
Financial Review	1	Financial guidelines met (9-13)	20	1	0	21	95.2%
	2	Current verification of SSI/SSDI/TANF in file (9-13)	7	1	13	8	87.5%
	3	Documentation of current income in file (9-13)	3	0	18	3	100.0%

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		Yes	No	NA	Total Ap..	% Yes		
Financial Review	4	Appropriate federal income tax return(s) (9-13)	7	0	14	7	100.0%	
	5	Completed VR Financial Application in file (9-13)	14	0	7	14	100.0%	
	6	Explanation for income discrepancy (9-13)	1	1	19	2	50.0%	
	7	Household disability-related expenses documented (9-13)	0	0	21	0		
	8	Financial Needs Assessment completed appropriately (9-13)	18	3	0	21	85.7%	
	9	Search for comparable services documented (9-13)	5	0	16	5	100.0%	
	10	Cost scenario/file documents how comparable services are utilized (9-13)	3	0	18	3	100.0%	
	11	Authorizations reflect correct usage of comparable services (9-13)	3	0	18	3	100.0%	
	12	Competitive (2) bids documented (9-13)	0	0	21	0		
	13	If most cost-effective services were not utilized, justification was documented (9-13)	0	0	21	0		
	Section Sub Totals							
	Service	1	IPE developed and reviewed directly with client prior to service authorization (9-13)	18	0	17	18	100.0%

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		Yes	No	NA	Total Ap..	% Yes	
Service	2	Documentation reflects the vocational goal considers the client's unique strengths, resources, priorities, concerns, abilities, capabilities, interests, informed choice and need for rehabilitation technology (9-13)					88.9%
	3	Documentation is goal directed and includes next plan of action (9-13)					100.0%
	4	Counselor followed through as indicated in goal directed documentation (9-13)					94.4%
	5	Informed choice documented (9-13)					100.0%
	6	Guidance and counseling addresses issues/barriers throughout services (9-13)					85.7%
	7	Job Development staffings conducted about every 90 days with client and provider if employment is not obtained (9-15)					77.8%
	8	Documentation that the client's progress is reviewed and measured by the criteria/time line indicated on the IPE (9-13)					83.9%
	9	Amended IPE created due to a change in vocational goal, provider of rehabilitation services, and/or primary service (9-15)					100.0%
	10	Counselor is active participant in the client's rehab services (Communicates with client, providers, community resources, school, and other vendors based on client needs) (9-13)					100.0%
	11	Documentation reflects the appropriateness of the Amended IPE (9-15)					83.3%
	Section Sub Totals						
Supported Employment/	1	Documentation justifying the need for SE/IPS services (9-17)					83.3%

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Supported Employment/ IPS Services	2	Counselor developed partnering relationship with provider (9-13)	7	0	0	7	100.0%
	3	Supported Employment box checked on IPE (9-17)	7	0	0	7	100.0%
	4	IPS team meeting held with client and stabilization documented (9-17)	2	2	3	4	50.0%
	Section Sub Totals						
Physical Restoration/ Assistive Tech/Rehab Services	1	Prescription and/or medical recommendations (9-13)	3	0	3	3	100.0%
	2	Documentation justifies the need for services (9-17)	4	0	2	4	100.0%
	3	Counselor verified receipt of services (9-13)	6	0	0	6	100.0%
Section Sub Totals							
Service - I (Interrupted)	1	Documentation justifies interruption in services (9-13)	2	0	1	2	100.0%
	2	Counselor documented contact with client about every 90 days or as indicated in goal directed documentation to re-engage client in services (9-15)	0	1	2	1	0.0%
	3	Documentation is goal directed and includes next plan of action (9-13)	1	0	2	1	100.0%
	4	Counselor followed through as indicated in goal directed documentation (9-13)	1	0	2	1	100.0%

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		Yes	No	NA	Total Ap..	% Yes
Service - I (Interrupted)	5	Informed choice documented (9-13)	1	0	2	1 100.0%
	6	Guidance and counseling provided to re-engage client in services (9-13)	0	1	2	1 0.0%
Section Sub Totals						
Employed	1	Counselor contacted client monthly, or as indicated in goal directed documentation, to assist with maintaining employment (9-13)	23	1	0	24 95.8%
	2	Documentation is goal directed and includes next plan of action (9-13)	11	0	13	11 100.0%
	3	Counselor followed through as indicated in goal directed documentation (9-13)	10	0	14	10 100.0%
	4	Guidance and counseling provided (9-13)	12	0	12	12 100.0%
Section Sub Totals						
Closure - Other	1	Client informed of case closure and given opportunity to provide feedback (9-13)	1	0	0	1 100.0%
	2	Justification for case closure consistent with the information contained in the file (9-13)	1	0	0	1 100.0%
	3	Client informed of their rights prior to closure (9-13)	1	0	0	1 100.0%
	4	Documentation of attempts to provide services prior to closure (9-13)	1	0	0	1 100.0%

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Closure - Other	5	Reason for case closure correctly coded (9-13)	1	0	0	1	100.0%
Section Sub Totals							
Closure - Rehabilitated	1	Verification of employment for 90 days is documented (9-13)	9	0	0	9	100.0%
	2	Client informed of post-employment services (9-15)	9	0	0	9	100.0%
	3	Client informed of their rights (9-15)	9	0	0	9	100.0%
	4	Substantial services provided led to an employment outcome (9-15)	9	0	0	9	100.0%
	5	The outcome was consistent with abilities (9-13)	9	0	0	9	100.0%
Section Sub Totals							

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