

CONFIDENTIAL FOR AGENCY USE ONLY

New Hampshire Vocational Rehabilitation

Case Review

Participant

Participant ID

Caseload

Review Set Name (Monthly) November 2020

Case Audit

Review Status In Progress

1. General

On Hold No

On Hold By

On Hold Date

Assigned To

2. Review

No Category

Review Item

1 Office and Counselor

Response

Comment

Review Item

2 Current case status

Response

Comment

Review Item

3 Application is Attached

Response

Comment

Review Item

4 Personal Information Form (PIF) is Attached

Review Report

Printed 12/09/2020

New Hampshire Vocational Rehabilitation

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Review Set Name Monthly - Case Audit

Review Status In Progress

Response

Comment

Review Item

5 Disability Documentation is attached

Response

Comment

Review Item

6 Eligibility determination extensions (if applicable) are attached

Response

Comment

Review Item

7 Plan development extensions (if applicable) are attached

Response

Comment

Review Item

8 Individualized Plan for Employment (IPE) is attached

Response

Comment

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Review Item

9 IPE amendments are attached

Response

Comment

Review Item

10 Employment verification (if employed) is attached

Response

Comment

Review Item

11 All applicable Measurable Skill Gains and Credentials documentation (if in a training or school program) is attached

Response

Comment

Review Item

12 All vendor reports are attached

Response

Comment

Review Item

13 FATF/FNA (if applicable) are attached

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Response

Comment

Review Item

14 Application and PIF matches AWARE

Response

Comment

Review Item

15 Eligibility decision made within 60 days

Response

Comment

Review Item

16 If the eligibility decision is not made in 60 days is there a signed extension?

Response

Comment

Review Item

17 Disability documentation matches disability information in Aware

Response

Comment

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Review Item

18 Plan developed within 90 days

Response

Comment

Review Item

19 If the plan was not developed in 90 days is there a signed extension?

Response

Comment

Review Item

20 Plan dates match AWARE

Response

Comment

Review Item

21 If employed, employment verification is attached and matches AWARE

Response

Comment

Review Item

22 Comprehensive Assessment provides a descriptive overview of the participant and their disability/functional limitations

Response

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Comment

Review Item

23 Case notes document regular and ongoing contact with the participant

Response

Comment

Review Item

24 Case notes are clear and concise and provide the ongoing story, which include decisions, progress, and rationale

Response

Comment

Review Item

25 General Comments

Response

Comment

3. Additional Information

Review Comments