



STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
VOCATIONAL REHABILITATION

CRP SERVICE AGREEMENT FORM

Name of Company: _____

CRP Name : _____

Address: _____

Phone Number: _____

E-Mail _____

Signature: _____

Date: _____

I agree to provide services, in collaboration with New Hampshire Vocational Rehabilitation, in the following areas to assist individuals with disabilities in obtaining and maintaining employment according to the Pre-Employment Activities Service plan or their Individual Plan for Employment.

By signing this agreement, I agree to work with New Hampshire Vocational Rehabilitation participants on all services included in the Community Rehabilitation Program Service Provider package that has been referred to me.

By signing this agreement, I agree to provide services in the most efficient manner possible to assist the participant:

- Contact the participant and VRC within 24 hours of receiving the referral to schedule the team meeting.
- Schedule follow-up meetings within the time period requested by the Counselor and Participant.
- Send billing and reports by the deadline and in an electronic format.
- Contact the VRC as soon as possible if the participant is not engaging in services or if an issue needs resolution.

All concerns regarding a referral made or to request termination of this agreement will be communicated to Vocational Rehabilitation Counselor within **30 days** of a referral.

The CRP agrees to keep all participant and case related information confidential.

I agree to submit all required paperwork and invoices on time and acknowledge Vocational Rehabilitation will terminate my referral/future referrals (and payments) if required documents are not received on the dates they are due.

By signing this form you are agreeing to all stipulations in the monthly billing and reporting sheet attached.

Supported Employment Package

-Job Analysis Report SEP

Non-Supported Package

-Job Analysis Report Non-SEP

Pre-Employment Activities Package

Barrier Intervention

Situational Assessment

- \$2,000
- \$1,250
- \$1,000
- \$750
- \$750
- \$50/hr
- \$400 Site Development
\$250 Agreement
\$100 DOL Approval
\$50/hr on site