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## CHAPTER 9: PERSONAL ASSISTANCE SERVICES

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2014

## SECTION 1: DEFINITION

*Personal assistance services* means a range of services provided by one or more individuals designed to assist an individual with a disability to perform daily living activities, on or off the job that the individual would typically perform without assistance if the individual did not have a disability. The services must be designed to increase the individual's ability to perform everyday activities. The services must be necessary to the achievement of an employment outcome and may be provided only while the individual is receiving other vocational rehabilitation services. The services may include training in managing, supervising, and directing personal assistance services.

## SECTION 2: GENERAL GUIDANCE

DBVI can provide resources for hiring personal assistance needed for an individual to participate in the vocational rehabilitation process, including reader services and assistance in filling out forms. (See also, Chapter 11 of this manual, "Reader Services, Rehabilitation Teaching Services, and Orientation and Mobility Services for Individuals who are Blind.")

Occasionally, interpreter services for individuals who are deaf or foreign language interpreters may be required. (See Chapter 10 of this manual, "Interpreter Services for Individuals Who are Deaf, Foreign Language Interpreters, and Tactile Interpreting Services for Individuals who are Deaf-Blind.")

The Department of Disabilities, Aging and Independent Living "Attendant Services Program" (ASP) is the primary resource for attendant care services. DBVI counselors may refer individuals in need of attendant care to ASP for eligibility determination and services. If ASP has a waiting list, DBVI may furnish attendant care services on a short-term basis to enable the individual to participate in specific aspects of the vocational rehabilitation process.

Additional support may be located through local mental health agencies, the Association for Cerebral Palsy, the Vermont Center for Independent Living, and other community resources. DBVI may assist individuals in gathering information to make informed decisions procuring personal care assistance.

DBVI may also assist individuals in discussing personal assistance needs with employers and advocating for their on-site needs.

### **SECTION 3: SPENDING AND RELATED GUIDELINES**

Attendant care services may be provided at the rate established by the ASP; other personal services may be provided at the state minimum wage unless rates for specific services have been established elsewhere in DBVI policies. Generally, fees for personal assistance should not exceed a total of \$500. If costs are anticipated to exceed this amount, approval of the Director or designee is necessary. See Chapters 10 and 11 of this manual for further information on spending and related guidelines for interpreter and reader services.

Duration of the provision of personal assistance services shall be limited to the time necessary to successfully accomplish the objective(s) for which these services are needed, or the time it takes to determine that the objective is unattainable.

The spending and related guidelines in this chapter will be reviewed by DBVI every three years with input of the State Rehabilitation Council.