VR-SFP Chapter 18: Supported Employment Services

Revised June 26, 2023

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# 18.3 Referral to Supported Employment Services

A Career Planning Assessment (CPA) must be completed before referring a customer to SE. If an Environmental Work Assessment (EWA) was conducted, then payment for the CPA may be prorated. When payment for the CPA is prorated, the work skills assessment is not completed on the CPA. For more information on EWAs and CPAs, refer to [VR-SFP Chapter 4: Employment Assessments](https://www.twc.texas.gov/files/partners/SFP%20Chapter%204%20Employment%20Assessments%202-1-22.docx).

VR staff sends [VR5000, Referral for Provider](https://www.twc.texas.gov/vocational-rehabilitation-service-forms) Services, and a service authorization (SA) to the SE specialist before the SE Plan meeting. The VR counselor should provide relevant documentation, such as a Benefits Planning Query (BPQY); case notes; psychological, vocational, or medical evaluations; and a copy of the CPA and EWA (if done by a different provider), to prepare the provider to work with the customer.