**Vocational Rehabilitation Services Manual B-600: Closure and Post-Employment Services**

Revised July 1, 2022

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## **B-603: Successful Closures**

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### **B-603-5: More Than One Employment in the 90-Day Period**

A customer may have more than one job, concurrently, during the 90-day period and still meet the requirements for successful closure if each job is consistent with:

* the employment goal stated in the IPE; and
* the customer's unique strengths, resources, priorities, concerns, abilities, capabilities, career interests, and informed choice.

**Concurrent Jobs**

A customer may have more than one job at the same time during the minimum 90-day period. To document concurrent jobs in RHW, the VR counselor does the following:

1. Records each job on a separate Employment Information page.
2. When all jobs appear on the Employment List page, selects one job to be used for closure, typically the job with more hours or greater pay. For this job, VR staff selects "yes" for the Start 90-Day Clock field.
3. For other jobs, selects "no" for Start 90-Day Clock field.
4. Enters the hire date or the substantial services completed date, whichever is later, in the Substantial Services Completed Date (90-day clock) field for the job that is selected as "yes" for the Start 90-Day Clock.
5. Documents in a case note that the customer is working at concurrent jobs and why working two (or more) jobs is preferred to working one and how that will support a successful closure.
6. Enters, on the Monthly Financial Information page, the total net wages for the concurrent jobs.

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