# Vocational Rehabilitation Services Manual B-400: Completing the Comprehensive Assessment

Revised July 2022

## C-422: Project SEARCH

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### C-422-5: Job Placement

[VR3363, Project SEARCH Job Placement Services Plan](https://www.twc.texas.gov/forms/index.html), must be developed by the end of the third rotation or at any time during the rotations that the team determines job placement opportunities are available to the customer because of skills gained in the internships. Once the VR3363, Project SEARCH Job Placement Services Plan is complete, the VR counselor issues Benchmark A service authorization for job placement services.

More than one service authorization may be open at the same time for internship rotations and job placement. The VR counselor attends the monthly steering committee meetings and the employment planning meetings each rotation to ensure that he or she is in regular communication with the Project SEARCH team and knows when service authorizations are needed.

If the customer needs job coaching to be successful in his or her employment, the ESP must provide the service and may not bill separately.

The customer must work 90 days in the same position. If a customer loses a job before the 90-day benchmark, the customer's progression towards completion of the benchmark ends. When the customer becomes employed again, the day count will start at day 1 for the new position.

The 90-day count for successful closure will start over anytime a customer:

* Loses their job;
* Changes employers;
* Changes positions with same employer;
* Receives a promotion; or
* Quits their job voluntarily.

Each benchmark is paid only once for each customer between Active Status (customer has an IPE) and Closure Status of a VR case. On a case-by-case basis, when the VR counselor determines the provider should be paid for making a second placement a VR3472 must be approved by the VR Director prior to the service authorization being issued.

For additional information on Asset Discovery, Skills Training, and Project SEARCH Job Placement, see [VR-SFP Chapter 16: Project SEARCH](https://www.twc.texas.gov/standards-manual/vr-sfp-chapter-16).