WAC 296-19A-120  What reports are required when vocational rehabilitation plan implementation and monitoring services are completed?

When plan implementation and monitoring services are completed, the vocational rehabilitation provider must submit a closing report with one of the following recommendations:

(1) **Plan successfully completed.** If the worker successfully completes the vocational rehabilitation plan, the closing report, at a minimum, must contain the following information:
   (a) An assessment of the worker's employability status at the time of closure;
   (b) A list of courses the worker completed and an assessment of the work-related skills acquired by the worker during the training plan;
   (c) Whether the worker has returned to gainful employment. If so, list the job title, employer, return to work date, and monthly salary;
   (d) A description of the barriers, if any, to the worker's ability to return to gainful employment; and
   (e) A description of the job search assistance provided.

(2) **Plan not completed, Option 2 not elected.** If the worker does not successfully complete the vocational rehabilitation plan, the closing report, at a minimum, must contain the following information:
   (a) An explanation of why the vocational rehabilitation plan cannot be modified or completed;
   (b) An assessment of the worker's employability status at the time the plan stopped;
   (c) A list of the courses completed and an assessment of the work-related skills the worker acquired during the training plan;
   (d) Whether the worker has returned to work. If so, list the job title, employer, return to work date, and monthly salary; and
   (e) A description of any remaining barriers that may keep the worker from returning to work.

(3) **Plan not completed, Option 2 elected.** When the vocational rehabilitation provider is notified that the worker elected Option 2 before completing the vocational rehabilitation plan, the closing report must contain:
   (a) The approved retraining goal.
   (b) The date the worker started the retraining.
   (c) An outline of work-related skills the worker acquired during the training plan, if any.
   (d) An outline of discussion with the worker about Option 2.
   (e) Whether the worker has withdrawn from courses.