

12-Month VIP OAR Graduate Trainee Roadmap

Curriculum Support Team (CST) Actions

BEST VSR VIP: Places graduate in NTC specialized cohort.

Post VSR VIP: Requests graduates' position assignment from TMs and, based on Pre VSR VIP graduation date, adds employee to trainee or NTC primary cohort for indicated position.

Pre VSR and RVSR VIP: Places graduate in trainee cohort.

All Graduates: Assigns the Office of Administrative Review (OAR) FY mandated/directed and VAT (one-time) mandated National Training Curriculum (NTC) training curricula.

Note: All VIP trainee cohorts are inaccessible to TMs.

Assigns:

- 45- and 75-day assessments (as applicable).
- Post-training evaluations 3, 6, 9, and 12 months after completing VIP Classroom.

CST removes employee from the trainee cohort and future post-training assignments. TMS automatically removes associated NTC curricula the following day.

12 Months after Pre VSR or RVSR VIP graduation, adds employee to the corresponding NTC primary cohort.

Contact the CST helpdesk at VBATMSHELP.VBAVACO@va.gov.

VSR/RVSR Trainee (12-Month program)

Note: OAR trainee period is only 12 months following Pre VSR or RVSR VIP graduation.

Trainee starts VIP

Trainee completes VIP Classroom

Trainee completes FY directed/mandated and VAT curricula

Trainee in position 12 months after completing VIP Classroom

End of trainee status

Decision Review Operations Center (DROC) / Training Manager Responsibilities

- Except BEST VSR VIP students, removes employee from NTC primary cohort for previous position.
- Enters trainee in either: VBA-1136 OAR VSR New Hire Cohort, or VBA-1137 OAR RVSR New Hire Cohort.

- Ensures trainee processes claims related to covered training topics.
- Removes trainee from VBA-1136 or VBA-1137.
- Trainee completes the VIP Informal Assessment phase, working live claims reviewed by a mentor.
- Assigns optional training as needed.

If trainee changes positions, the DROC emails VBATMSHELP.VBAVACO@va.gov.

DROC monitors and ensures trainees' completions of FY and VAT Mandated Training items.

- Adds employees to NTC specialized cohorts as applicable.
- Maintains employee's NTC primary and specialized cohort population thereafter.