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| **PART IV. Evaluation, Entitlement and Rehabilitation Planning**  **Section B. Initial Evaluation and Entitlement** | |
| **CHAPTER 2. EVALUATION AND PLANNING DETERMINATIONS** | |
| **Objectives:** | After completion of this training, a VR&E staff is expected to:  • Identify the roles and responsibilities for conducting an initial evaluation.   * Discern the required determinations to establish entitlement to vocational rehabilitation services. * Learn the mandatory documentation and recordkeeping for initial evaluation. |
| **Contents:** | **Roles and Responsibilities During an Initial Evaluation**  a. Vocational Rehabilitation and Employment Officer (VREO)  b. Vocational Rehabilitation Counselor (VRC)  c. Contract Counselor  d. Employment Coordinator (EC)  e. Program Support Specialist (PSS)  f. Veteran or Servicemember  **Criteria for Providing a Comprehensive Initial Evaluation**  a. Veterans with a SCD  b. Servicemember Awaiting Discharge  c. Individual with a Disability  d. Entitlement Under NDAA  **Comprehensive Approach to the Initial Evaluation**  **Use of the Initial Evaluation**  **Counseling as Part of the Initial Evaluation Process**  **Severance of Service-Connection or Reduction to a Non-Compensable Degree**  **Initial Evaluation for a Veteran VA Employee**  **Satisfactory Conduct and Cooperation**  **Employment Handicap (EH)**  a. Definitions  b. Existence of a Vocational Impairment  c. Vocational Impairment Assessment  d. Duty to Assist  e. Potential Sources of Information for Determining the Existence of a Vocational Impairment  f. Potential Impairments  g. Contribution of the SCD to the Vocational Impairment  h. Overcoming the Effects of the Vocational Impairment  i. Evaluating Employed Veterans or Servicemembers for  Overcoming the Impairment  j. EH Determination  k. Prompt Notification of the Determination  **Serious Employment Handicap (SEH)**  a. Definitions  b. Factors for Determining SEH  c. When Determining SEH is Required for Entitlement to Services  d. Additional Benefits Available to Veterans or Servicemembers  with an SEH  e. SEH Determination  f. Prompt Notification of the Determination  **Feasibility of Achieving a Vocational Goal**  a. Definitions  b. Considerations for a Feasibility Determination  c. When a Feasibility Determination Cannot be Made  d. Actions Following a Feasibility Determination  e. Required Documentation to Veterans Service Center (VSC)  f. Reviews of Infeasibility  **Narrative Synthesis**  **VAF 28-1902b, Counseling Record-Narrative Report**  a. Part I-Certification of Entitlement/Current Feasibility  b. Part II-Counseling Narrative  **Entitlement Determination Documentation in CWINRS**  **Documents Used to Conduct an Initial Evaluation**  a. VA Forms  b. CWINRS Letters |
| **Appendices:** | Appendix T. RO Sister Stations |
| **Exercises:** | 1. Identify the individuals involved with conducting a comprehensive initial evaluation. Describe each individual’s roles and responsibilities. 2. Discuss the criteria and the processes required to complete a comprehensive initial evaluation. 3. What are the information and data necessary in conducting an initial evaluation? 4. Discuss the procedures for conducting an initial evaluation for a VA employee. 5. Describe the process for assessing the existence of a vocational impairment, contribution of the SCD to the vocational impairment and overcoming the vocational impairment. 6. What happens if the Veteran’s service-connected disability rating has been severed or reduced to a non-compensable rating at the time of the initial evaluation? |
| **Rescission Information:** | Part IV rescinds the following M28 and M28-1 Chapters:  M28, Part IV, Subpart iii, Chapters 1-7  M28, Part IV, Subpart iv, Chapters 1-9  M28-1, Part II, Chapters 2, 6, and 8  The following VR&E Circulars and letters are also rescinded: |