

Community-Based Job Tryout (CBJT)

Service Code 655- Provider Fee \$212

Service Code 656-Client Compensation

Unit cost: \$7.25 per hour

Maximum Allowed: 80 hours

Provider-RS Counselor-VR Client Process

- Provider sends:
 - Completed and signed CBJT Agreement Forms along with
 - Job Safety Analysis to VRC to review and sign.
- VRC: Once reviewed,
 - Creates a Service Authorization on KMIS for Provider Fee
 - Creates a Service Authorization to Client for compensation for up to 80 hours

A copy of the following are emailed by the VRC to DCF KMIS Help Desk

- Client CBJT Service Authorization
 - Provider CBJT Service Authorization
 - CBJT Provider Agreement Form
 - Safety Analysis
- Provider: Once the CBJT has been completed, the following are sent to the VRC to review:
 - Log sheets
 - Billing invoices
 - Authorization(s)
 - VRC: Once reviewed, the following are sent to the DCF KMIS Help Desk for processing:
 - Client log sheet
 - Signed authorizations
 - DCF KMIS Help Desk:
 - Set up the Client Compensation payment authorization
 - Notify the VRC that it is ready to be finalized.
 - VRC: will also
 - Create/Final the CBWA Provider Fee at this time
 - Final the Client Payment Authorization