

# VRIS UPDATE

## Communication Assessment Form Effective 12/21/11 Number 326

### SUMMARY OF UPDATES

The Communication Assessment Form (CAF) will continue to be a required form for any individual for whom their primary, secondary, or tertiary impairment is a hearing impairment; however, the CAF no longer needs to be faxed, mailed, or emailed to Pat Bracken at the State Office.

### VRIS POSTING

The [Hearing Aid chapter](#) has been revised to remove the requirement that a copy of the CAF be provided to Pat Bracken prior to the purchase of hearing aids. A CAF must still be completed prior to the purchase of a hearing aid if a CAF has not already been completed.

### FORMS REVISED

The [CAF](#) has been revised to add a third decision option, deferring a decision on referring to ATP until a more appropriate time. There are circumstances when the need for a referral to ATP cannot be determined until later in the VR process such as once a job goal is determined or the individual has an actual job. In addition, the checkbox statement at the end of the form that a copy has been sent to Pat Bracken has been deleted.

### QUEST UPDATE

The privilege to access the report titled Hearing Impairment Report under the Administration Menu Screen has been extended to Office Directors.

### MONITORING REQUIREMENTS

Office Directors now assume the same monitoring responsibility for compliance with the CAF as with any Program Manual policy and procedure. The Hearing Impairment Report under the Administration Menu Screen is one method of identifying new cases on your team with a primary, secondary, and tertiary hearing impairment. Names of individuals with a hearing impairment appear on this report at time of eligibility and are deleted from this report after (60) days. Office Directors may employ other monitoring processes to meet their monitoring responsibilities.

### TEAM COMMUNICATION

Teams should discuss the changes around the CAF form and monitoring process.

### LEADERSHIP CONTACT

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