April 30, 2012

Dear: County Directors of Social Services
      Vocational Rehabilitation Assistant Directors
      Vocational Rehabilitation Regional Directors

Attention: Work First Program Managers and Supervisors
           Vocational Rehabilitation Unit Manager and Staff

Subject: Division of Social Services (DSS) and Division of Vocational Rehabilitation Services (DVRS) Memorandum of Agreement

The North Carolina Division of Social Services (NCDSS) and the North Carolina Division of Vocational Rehabilitation Services (NCDVRS) entered into a revised Memorandum of Agreement (MOA) effective May 1, 2012. This agreement identifies the role of each agency at the State and local level in helping individuals with disabilities in preparation for obtaining employment and reaching self-sufficiency.

Local Department of Social Services (DSS) and local Department of Vocational Rehabilitation Services (DVRS) are not required to develop a formal agreement. However, local DSS agencies are to place on file the protocol established with their local DVRS agency. The DSS protocol does not require a signature by either agency but the protocol should include the county DSS name, VRS contact information and the date the protocol is created.

Please see the attached MOA and VR referral form DSS-6228 developed by the NCDSS and the NCDVRS. The purpose of the referral form is to ensure a formal referral process and communication between both agencies.
All DSS questions should be directed to Kea Alexander, DSS Work First Policy Consultant at 919-334-1073 or via email at Kea.Alexander@dhhs.nc.gov. All DVRS questions should be directed to Jim Swain, DVRS Program Specialist at (919) 855-3598 or Jim.Swain@dhhs.nc.gov.

Sincerely,

Sherry Bradsher, Director
Division of Social Services

Linda Harrington, Director
Division of Vocational Rehabilitation Services

SB/ka
LH/js

Attachments

cc: Dean Simpson
    Work First Program Consultants
    Local Business Liaison
    Children Services
    Elizabeth Bishop, DVRS
    Kenny Gibbs, DVRS
    Jim Swain, DVRS
    Julie Bloomingdale, DVRS