



## INDEPENDENT LIVING REHABILITATION AGREEMENT OF UNDERSTANDING WITH APPLICANT FOR SERVICES

**PURPOSE:** If you have a visual impairment which results in a substantial impediment to independent living, the Division of Services for the Blind (DSB) may be able to assist you. All services provided by the Agency must directly relate to your goal of independent living.

**YOUR RESPONSIBILITIES:** You and your counselor are partners in the independent living rehabilitation program. You will need to provide your counselor with information about your impairment which can be used to determine your eligibility for services. You will need to maintain contact with your counselor and share information regarding your phone number(s), address, health condition, family income and job information or any other areas that may affect your independent living rehabilitation program. If you are determined eligible for services, you will need to participate fully in your independent living rehabilitation program and let your counselor know of the independent living goal(s) you wish to choose and the services you believe you need to reach the goal(s). When other resources such as insurance, Medicaid, Medicare, or other public support are available, it may be necessary for you to use them. Furthermore, in order to maintain a safe and supportive environment for you and DSB staff, you will need to comply with the basic safety requirements outlined in the Code of Conduct that has been reviewed with you. It should be noted that violation of the Code of Conduct may result in immediate termination of services. Additionally, law enforcement authorities may be contacted and appropriate legal action take should a violation occur. These same safety requirements apply for DSB staff as well.

**COUNSELOR RESPONSIBILITIES:** Your counselor will gather the information needed to determine your eligibility, keep confidential any information gathered for eligibility, explain and guide you through the application process and notify you of the eligibility decision.

**YOUR RIGHTS:** The information gathered by your independent living rehabilitation counselor to help determine your eligibility for services is confidential and generally cannot be released without your written consent. You have the right to a timely determination of your eligibility for services. ILR services for which you may be eligible will be provided without regard to your race, color, sex, age, religion or disability. You have the right to receive information in your preferred mode of communication.

If you have questions or concerns about decisions made during the time you are an applicant for independent living rehabilitation services and if those concerns cannot be addressed satisfactorily by the local DSB staff, you may seek assistance through the Client Assistance Program (CAP). CAP can help you by trying to negotiate with you and the DSB staff. You may reach CAP by calling (919) 855-3600 (voice or TTY) or toll-free 1 (800) 215- 7227, Monday through Friday, 8:00 a.m. until 5:00 p. m. Beyond that, you have the right to request an administrative review of the decision and/or an appeals hearing. The request must be in writing and addressed to the area rehabilitation supervisor. Your counselor or other staff will assist you with such a request.



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Your signature (or your parent's or representative's signature) certifies that as an applicant for DSB ILR Services, you understand your rights and responsibilities, including the Code of Conduct. You have received a copy of this document and the Code of Conduct in your most understood mode of communication, which is: \_\_\_\_\_

Area Rehabilitation Supervisor: \_\_\_\_\_

Address:

Applicant's Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Parent/Appropriate Representative Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Independent Living Rehabilitation Counselor

Date: \_\_\_\_\_