



**COUNSELING RECORD - NARRATIVE REPORT (SUPPLEMENTAL SHEET)**

FIRST NAME - MIDDLE INITIAL - LAST NAME OF COUNSELEE

CLAIM NUMBER

XXX-XX-0000

**PLAN DEVELOPMENT NARRATIVE**

**VOCATIONAL EXPLORATION:** (IWRP and IEAP) Document the activities, assignments, and results of the vocational exploration activities.

**SUITABILITY OF SELECTED VOCATIONAL GOAL:** (IWRP and IEAP) State the selected vocational goal and explain/justify the suitability of the occupation/field.

**TYPE OF PLAN DEVELOPED:** Select the type of plan developed.

- IEEP
- IEAP only
- IILP
- IWRP (Fast Track)
- IWRP

**JUSTIFICATION FOR SELECTED TYPE OF PLAN:** Explain the reason for selecting the type of plan.

**DESCRIPTION OF HOW GOAL WILL BE ACHIEVED AND PLANNED SERVICES:** (For selected type of plan)

**RETROACTIVE INDUCTION:** (IWRP Only)

**PROGRAM CHARGES AND COSTS:**

**LEVEL OF APPROVAL:**

- VRC/Case Manager
- VR&E Officer
- RO Director
- VR&E Service Director

**JUSTIFICATION FOR PROGRAM CHARGES AND COSTS:** Explain the reason for exceeding the VRC's level of approval.

**LEVEL OF CASE MANAGEMENT/SUPERVISION:** (For selected type of plan)

- Level 1
- Level 2
- Level 3

**JUSTIFICATION FOR CASE MANAGEMENT LEVEL:**

**OTHER CONSIDERATIONS:** (For selected type of plan)

## GUIDANCE DOCUMENT FOR COMPLETION OF VA FORM 28-1902n

The VA Form 28-1902n is used to document the vocational exploration and planning following the determination that a Veteran is entitled to VR&E services and achievement of a vocational goal is currently reasonably feasible. The goal or outcome of vocational exploration activities is to select a suitable vocational goal that is consistent with the individual's abilities, aptitudes, interests and does not aggravate the individual's disability(ies). The following information provides guidance for the completion of the form.

**VOCATIONAL EXPLORATION:** Document the activities, assignments and results of the vocational exploration activities. This may include, but is not limited to:

- Research findings, including labor market, and information from OOH, O\*Net, and/or DOT
- Informational Interviews
- Vocational goals considered
- Results of any evaluations (medical, vocational, etc.) and resulting vocational considerations

**SUITABILITY OF SELECTED VOCATIONAL GOAL:** State the selected vocational goal and document/justify the suitability of the occupation/field. This may include, but is not limited to, information pertaining to aptitudes, interests, abilities, employment outlook, sufficient training entitlement, transferable skills, and the potential for gainful employment that will not aggravate the Veteran's disabilities.

**TYPE OF PLAN DEVELOPED:** Select the type of plan developed.

**JUSTIFICATION FOR SELECTED TYPE OF PLAN:** Explain the reason and basis for selecting the type of plan.

**DESCRIPTION OF HOW VOCATIONAL GOAL WILL BE ACHIEVED AND PLANNED SERVICES:** Describe how VR&E services will assist the Veteran in achieving the selected vocational goal. Include any accommodations and/or supports that will be needed or considered throughout the program. This could include supports outside the realm of VR&E Service, such as: VAMC, Vet Centers, State Vocational Rehabilitation, IL Centers, other community supports.

Identify the services that are necessary to assist the Veteran in reaching the selected occupational goal. The plan should include all services that are required to reach employability in the selected vocational goal. This may include, but is not limited to, services such as:

- Training, supplies and/or equipment
- Independent Living Services
- Certifications or Licensures
- Job modifications or accommodations
- Medical and Mental Health maintenance
- Preparation for employment
- Collaboration with other agencies or programs

In accordance with 38 CFR 21.84(b)(3), the plan should contain an objective for counseling/mental health treatment and/or medical treatment for a Veteran with a Serious Employment Handicap.

**RETROACTIVE INDUCTION:** Document the consideration for retroactive induction to vocational rehabilitation and any related information. The VR&E Officer must provide concurrence prior to approval of retroactive induction.

**PROGRAM CHARGES AND COSTS:** ([38 CFR 21.430](#)) As part of program planning, the VRC must estimate the program charges and costs (excluding subsistence allowance and Revolving Fund Advances) during a calendar year based on the services necessary to carry out the Veteran's rehabilitation plan.

**LEVEL OF APPROVAL:** Select the appropriate level of authority that is required to approve the program costs. If the level of authority exceeds the VRC's level, describe the program charges and costs, and justify exceeding the VRC's level of approval.

**LEVEL OF CASE MANAGEMENT/SUPERVISION AND JUSTIFICATION:** (38 CFR 21.180) Select the appropriate level of required case management supervision and justify your selection accordingly. The selection should be based on the type of program being pursued and the Veteran's circumstances.

**OTHER CONSIDERATIONS:** Document other pertinent considerations for vocational planning or service provision, such as Reduced Work Tolerance, P911SA eligibility, calendar year costs of services (including the need for any special authorization or concurrence, such as cost approval for Independent Living Construction needs), anticipated entitlement needed and/or need for extension of entitlement. Document the concurrence of the case manager or employment coordinator receiving the case, if it is being transferred post-plan development.