## **ACTIVITY 1:**



## Identifying HCBS waiver recipients

INSTRUCTIONS: Referrals can come to VRS/SSB from a number of different people (e.g., the person, family member, waiver case manager, waiver employment service provider, etc.) and a number of different ways (e.g., phone call, email, referral form). Regardless of who makes the referral or how the referral is made, VRS/SSB staff should identify when the person needing VRS/SSB services is on a HCBS waiver.

For each scenario below, describe how you would determine whether the person is receiving HCBS waiver services:

1.	A waiver case manager or waiver employment service provider emails a request to VRS/SSB to initiate
	the application process for a person they're working with. How would you determine if the person is
	receiving waiver services?

2. A person or their family member calls requesting VRS/SSB services. How would you determine if the person is receiving waiver services?

3. A waiver case manager or employment provider faxes you an E1MN Common Referral Form (see Sam's Common Referral Form for example). How would you determine if the person is receiving waiver services?

