

# Instructions for ESS-C-139n

## Instructions for ESS-C-139n (DRS Counselor Response to ESS-C-278—*Plan for Assessment*)

(In contract: SE)

Prior to implementing the ESS-C-278—*Plan for Assessment*, the Contractor will e-mail the plan to the DRS Counselor. The DRS Counselor has five (5) business days to respond from date of the Contractor's e-mail. If the DRS Counselor does not respond within five (5) business days, and at least one (1) of the identified assessments is related to the IPE vocational goal, then the Contractor can proceed with the assessments. When neither of the planned assessments are related to the individual's IPE vocational goal, the DRS Counselor's written approval must be obtained to proceed with the assessments.

The e-mail to the DRS Counselor with the ESS-C-278—*Plan for Assessment* must also be maintained in the individual's Case Documentation file.

The DRS Counselor e-mail response must be maintained in the individual's case file.