Support Gainful Employment Quality Improvement Activity (QIA)

A CROWNWeb Aid for
Vocational Rehabilitation (VR) Data Entry

The Five CROWNWeb VR Status Definitions

- **Referred to VR:**
  - Patient has been given information to follow up with a VR office, and/or a Ticket to Work application and/or an EN for benefits planning

- **Currently in VR:**
  - Patient has gone to a VR or EN office for an orientation class, counselor, or other visit
  - Patient has received a Ticket to Work

- **Completed VR:**
  - Patient is no longer receiving VR or EN services

The Five CROWNWeb VR Status Definitions (cont.)

- **Not Eligible for VR:**
  - Patient is medically, physically, or mentally unable to seek VR, EN, or Ticket to Work services
  - Patient is retired, working or in school
  - Patient is an undocumented resident of the United States
  - Patient is younger than 18 or older than 54

- **Declined VR:**
  - Patient is eligible for VR and/or EN but chooses not to seek services

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CROWNWeb Steps for Reporting VR Status

To successfully report VR status in CROWNWeb:

1. Click the **[Patient]** tab at the top of the CROWNWeb home page
   - See slide 5

2. Enter the patient's **[CROWN UPI]** and then click search at the bottom of the page
   - See slide 6

3. Click on the patients **UPI** number that appears on your page
   - See slide 7

4. Click **[Edit Patient]** on the **Patient Attributes** page
   - See slide 8

5. Scroll to the **Misc Info** section on the **Patient Attributes** page
   - See slide 9

6. Select a **[Vocational Rehabilitation]** status from the drop down box and enter the applicable date
   - See slide 10

7. Click- the **[Submit]** button at the bottom of the page
   - See slide 11

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1. Click the **[Patient]** tab

VR status is located on the **Patients** tab of the CROWNWeb home page.

2. Enter the patient's **[CROWN UPI]**

- Enter the patient's UPI in the CROWN UPI box
- Then click search at the bottom of the page

3. Click the patient's UPI number

4. Click **[Edit Patient]** on the Patient Attributes Page

5. Scroll to the [**Misc Info]** Section on the Patient Attributes Page

Misc Info [2]		Current Status	Effective Date
	Citizenship	US Citizen	04/28/1961
	* Medicare Enrollment	Currently enrolled in Medicare Coverage	01/07/2019
	Employment	Unemployed	07/09/2013
	School	Not In School	02/23/2015
	Vocational Rehabilitation	Referred to VR	05/03/2019

Medical Info

6. Select a [**Vocational Rehabilitation**] Status from the Dropdown Box and Enter the Applicable Date

Misc Info ²

	Current Status	Effective Date
Citizenship	US Citizen	11/29/2012
* Medicare Enrollment	No Medicare Coverage	11/29/2012
Employment	Unemployed	11/29/2012
School	Not In School	11/29/2012
Vocational Rehabilitation	Referred to VR / Currently in VR / Completed VR / Not Eligible for VR / Declines VR	05/02/2019

Medical Info

Reporting Recommendations:

- Select **Not Eligible** if the patient declines VR or Employment Network (EN) services and *has a reason for not seeking VR, EN and Ticket to Work services*

- **Update VR status** anytime your patient moves from one VR status to another

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7. Click the **[Submit]** button at the bottom of the page