



Iowa Department for the Blind Agreement for Extending the Individualized Plan for Employment

Purpose: The Individualized Plan for Employment (IPE) must be completed within 90 days from the time of eligibility being determined. In cases where an IPE has not been developed or agreed upon by both the counselor and client (and guardian if appropriate) within the required timeframe, the vocational rehabilitation counselor must document the need for an extension. This form documents the rationale for the extension needed. A case will be closed at 90 days if the extension has not been signed by both the client and counselor.

Extension Rationale: I understand that the purpose of this extension is to provide me with extra time to gather the information I need to choose a suitable vocational goal and to determine the services I need to achieve my goal. If I am unable to make my selection by the identified deadline, I understand that my case may be closed. I understand that I have the right to reapply for services when I am ready and able to participate in VR services.

Current Assessments in Progress or Completed:

Plan for completing IPE:

Extension Deadline: My counselor has explained the reason that the development of my IPE has been extended. I have given my permission to extend the completion of my IPE. We agree to complete the IPE by / / .

Date of agreement: / /

Counselor Signature: _____

Client Signature: _____

Applicant's Representative, if applicable: _____