

SES Additional Placement Rates (APR) Forms List

Required Case Documentation for Payment of [SES APR](#):

- ☐ ® **ESS-C-117** *Travel Log and Invoice* (when travel is authorized, see D. Service Rates)
- ☐ ® **ESS-C-133** *DRS Counselor Monthly Update Form(s)* (required each month between termination and re-placement)
- ☐ ® **ESS-C-181** *Termination/Re-Placement Report* (prior to or on start date of re-placement, update the previous form with new job information, email to DRS Counselor and Cc ESS TA)
- ☐ ® **ESS-C-161** *Job Analysis* (completed prior to the first (1st) day of work) (required for each re-placement) ([Not listed under required documentation in contract but stated in contract regarding all re-placements.](#))
- ☐ ® **ESS-C-185** *Job Accommodation Form* (required for each re-placement)
- ☐ ® **ESS-C-229** *Natural Supports Plan* (required for each re-placement)
- ☐ ® **ESS-C-801** *SES Authorization Request & Billing Form* (required for each re-placement)

If termination and/or replacement occurs:

- ☐ ® **ESS-C-181** *Termination/Re-Placement Report* (upon Contractor notice of termination, email to DRS Counselor and Cc ESS TA)
- ☐ ® **ESS-C-181** *Termination/Re-Placement Report* (prior to or on start date of re-placement, update the above form with new job information, email to DRS Counselor and Cc ESS TA)
- ☐ ® **ESS-C-161** *Job Analysis* (completed prior to the first (1st) day of work) (for re-placement)
- ☐ ® **ESS-C-185** *Job Accommodation Form* (for re-placement)
- ☐ ® **ESS-C-229** *Natural Supports Plan* (for re-placement)

Legend: ® = [Required](#)

® = required, if applicable

[SES APR Forms List](#)