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Dear Facility Social Worker,

Heartland Kidney Network strives to promote optimal care for individuals with End Stage Renal Disease. Optimal care not only includes safe and quality care, but must also include efforts to improve patient independence, quality of life, and rehabilitation. The ESRD Federal Regulations specify that social workers should provide services that maximize the social functioning of the patient (Conditions for Coverage, 494.80 (a), (13); 494.90 (a) (8)). Social work efforts to promote vocational rehabilitation, including providing patients with job retention strategies, making referrals to job training or retraining, and employment counseling/ placement services are important interventions in trying to improve the social functioning of patients who are in their prime working years.

The Network is providing you with a 2009 Vocational Rehabilitation Toolkit, which contains materials and resources to assist you in your vocational rehabilitation intervention with your patients. The toolkit includes:

- *Vocational Rehabilitation Resource List*-A list of DVR offices and resources on vocational rehabilitation.
- 2009 Vocational Rehabilitation Question & Answer resource.
- *Vocational rehabilitation best practices checklist* - A vocational rehabilitation checklist that focuses on facility operations and patient care. (Please share this check list with your facility administrator)
- *Heartland Kidney Network 2008 Vocational Summary Report*- This report contains the vocational rehabilitation statistics for Heartland Kidney Network for 2008 along with some comparison charts.
- *Keeping your job when you need dialysis* - A handout created by the Medical Education Institute, Inc. for patients.
- *Sample Employment Facility Letters, Tips to volunteering Wisely, Work Incentives Planning*
- *Employment Module 3: Practical Guide to Renal Rehabilitation.* - A life options comprehensive vocational rehabilitation program development tool. This resource is available for download on line.
- *2009 Red Book* - A guide to employment support for individuals with disability under the social security disability insurance (SSDI) and supplemental security income (SSI) programs. Please contact your local SSA office to request for copies of the book or download from the network website.
- *Vocational Rehabilitation Toolkit Evaluation Form* – A feedback form related to Toolkit materials, for social workers to complete and return to the Network. Fax it to the Network at 816-880-9088

All of the enclosed Toolkit documents are available for download on our website at www.heartlandkidney.org
The Network wants to support your efforts in regard to vocational rehabilitation and to help address any barriers. If you have any suggestions or comments, please call me at (816)-880-1709

Thank you,
Anne Karanja, MPH
Patient Services Coordinator