

# ATTACHMENT 4 NON-CONTRACT PROVIDER AUTHORIZATION AGREEMENT



## Solicitation of Interest (SOI) 1158 Job Placement and Diagnostic Vocational Evaluation Services

Organization Legal Name:	VMU No.:
Organization Address:	Federal ID (EIN):
<p>Job Placement Services and Diagnostic Vocational Evaluation Services, as outlined in the <b>New York State Commission for the Blind (NYSCB) Job Placement Services Guidelines and/or the NYSCB Diagnostic Vocational Evaluation Guidelines</b>, can be performed under contract or as a non-contract provider. Non-contract providers are permitted to provide services as specified within the NYSCB Placement Services Guidelines and/or the NYSCB Diagnostic Vocational Evaluation Guidelines up to \$10,000 per calendar year and will be paid through an Informed Authorization*. To become authorized as a non-contract provider please complete this form and submit with your response to SOI 1158 Job Placement and Diagnostic Vocational Evaluation Services. Services cannot be performed under the non-contract provider authorization agreement until it has been reviewed and approved by NYSCB.</p> <p><b>The NYSCB Job Placement Services Guidelines and the NYSCB Diagnostic Vocational Evaluation Guidelines, can be found: <a href="http://ocfs.ny.gov/main/cb/provider_info.asp">http://ocfs.ny.gov/main/cb/provider_info.asp</a></b></p>	
<p>My organization will provide (Check all that apply):</p> <p style="text-align: center;">Job Placement Services <input type="checkbox"/>    Diagnostic Vocational Evaluation Services <input type="checkbox"/></p>	
<p>My organization agrees to comply in all respects with the provisions outlined in the most recent version of the <b>NYSCB Placement Services Guidelines and/or the NYSCB Diagnostic Vocational Evaluation Guidelines</b> which are posted on the NYSCB website. <a href="http://ocfs.ny.gov/main/cb/provider_info.asp">http://ocfs.ny.gov/main/cb/provider_info.asp</a></p>	
<p>My organization either has qualified staff in place at the time of submission of this authorization agreement or will have qualified staff, that has been approved by NYSCB, before providing any services under this non-contract provider authorization agreement. Job placement services staff qualifications and diagnostic vocational evaluation staff qualifications are outlined within the <b>NYSCB Placement Services Guidelines and/or the NYSCB Diagnostic Vocational Evaluation Guidelines</b> which are posted on the NYSCB website. <a href="http://ocfs.ny.gov/main/cb/provider_info.asp">http://ocfs.ny.gov/main/cb/provider_info.asp</a></p>	

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My organization understands that NYSCB will make referrals to organizations under the non-contract provider authorization agreement based on individual consumer choice and need of the local NYSCB District Offices. **There is no guarantee of referrals and/or revenue under this non-contract provider authorization agreement.**

Organization Representative Name (Print): \_\_\_\_\_

Organization Representative Title: \_\_\_\_\_

Organization Representative Signature: \_\_\_\_\_

Date \_\_\_\_\_

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***NYSCB panel of experts use only***

Non-Contract Provider Authorization Agreement **Approved**

Non-Contract Provider Authorization Agreement **Declined**

Notes: \_\_\_\_\_

NYSCB Representative Name (Print): \_\_\_\_\_

NYSCB Representative Title: \_\_\_\_\_

NYSCB Representative Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\* To provide greater than \$10,000 in JPS/DVE services in a calendar year an organization must be under contract. If an organization has an existing *Non-Contract Provider Authorization Agreement* approved as part of the Solicitation of Interest (SOI) # 1158 procurement of *Job Placement Services and Diagnostic Vocational Evaluation Services*, the organization may later apply for a contract during the contract term (1/1/2025-12/31/2029). In the event a *Non-Contract Provider Authorization Agreement* was approved after the SOI procurement period, during the contract term, the organization must wait until the *Job Placement Services and Diagnostic Vocational Evaluation Services* is re-procured to apply for a contract, if the organization wishes to provide and be paid for greater than \$10,000 in Job Placement Services and/or Diagnostic Vocational Evaluation Services in a calendar year.