

**2012 Administrative Rule
Preliminary Proposal Form**

Revisor's ID Number:

Submitting Agency: Employment and Economic Development Date: July 15, 2013

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Type of Rule (must be one of the following):

Exempt Expedited Permanent

Title: (Short descriptive title)	Services for the Blind Administrative Rule
Chapter Number(s):	3325
Supporters, opponents and possible controversies:	Based on the last promulgation in 2011, it is expected there will be no items of controversy. While one amendment is policy, this item has been implemented through internal processes for several years.
Agency impact:	As a result of the proposed rulemaking, State Services for the Blind's (SSB) administrative rules will be current.
If Exempt or Expedited rule process is being used please explain why:	
Describe the need for the rule and provide background information:	<p>SSB amended Chapter 3325 in 2011. Since the promulgation of that rule, several items were discovered that needed to be revised or included. These items are categorized into four key areas:</p> <ol style="list-style-type: none"> 1. Conform state rule parts to federal laws and regulations. For example, conforming to the Code of Federal Regulations, title 34, section 361.57(g) by changing the term in one section "appellant" to "party". This allows both the appellant and SSB to seek a review of the impartial hearing officer's decision. 2. Clarify terms and processes. For example, more clearly outlining when a certified letter needs to be mailed to an individual. Current rule appears to indicate that a certified letter is only sent to those eligible individuals whose record of services is being closed who have an individualized plan for employment. SSB's intent is to provide a certified letter to all individuals whose record of services is being closed for reasons other than successful closure or death.

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	<p>3. Correct oversights. For example, including the term “fees” in addition to tuition and materials required for training at an institution of higher learning. Fees are a standard charge included with tuition at an institution of higher learning</p> <p>4. Add policy to the rule. For example, defining the requirements of assistive technology trainers. Other types of trainers, including rehabilitation teachers and orientation and mobility instructors, are currently defined. As SSB frequently contracts with assistive technology trainers, it is important to include those requirements. This policy has been in effect for several years and known by staff and providers but needs to be committed to rule.</p>
Rulemaking authority and other relevant statutes:	248.07, subd. 14a.

Fiscal Impact: Yes No Undetermined

Hati Clah Seba

Commissioner's Signature

Aug 14, 2013

Date

*** THIS SECTION TO BE COMPLETED BY THE GOVERNOR'S OFFICE***

I have reviewed the above information and approved the concept of this administrative rule.

Governor's Policy Advisor

Date

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