TO: Medical Directors, Administrators and Rehab Therapy Directors  
Medical Services Division Institutions for the  
Mentally Ill and the Mentally Retarded  
Division of Vocational Rehabilitation District Supervisors,  
Administrative Staff and Counselors for the  
Mentally Ill and the Mentally Retarded

FROM: David J. Vail, M.D., Medical Director  
DATE: December 20, 1966  

Both the Medical Services Division and the Division of Vocational Rehabilitation  
are interested in improving vocational rehabilitation services to mentally ill  
and mentally retarded persons in our state. Cooperation and collaboration be­
tween both agencies has been excellent for many years. For a number of reasons  
the time is ripe for acceleration and intensification of cooperative planning  
and programming.

1. First of all, we have an established pattern of cooperation dating back  
to the assignment of the first vocational rehabilitation counselor to a state  
institution in the early 1950's. Since authorization, July 1 of this year,  
vocational rehabilitation counselors have been assigned to all of the institu­
tions for the mentally ill and the mentally retarded.

Simultaneously, hospital vocational and industrial therapy services  
have increased the scope of hospital efforts in providing a full range of voca­
tional services. All institutions now have qualified industrial therapists  
and/or vocational counselors on staff. For these reasons, we are particularly  
interested in coordinating and improving services between institution vocational  
-Industrial therapy staff and DVR counselor staff.

2. Treatment programs have advanced and improved dramatically in recent  
years, resulting in shorter hospitalization and more intensive therapy for the  
patients.

3. It is being recognized more and more that vocational rehabilitation ser­
vice are an essential part of the process of restoring the mentally ill and  
mentally retarded to productivity.

4. Additional funds will be available to the Division of Vocational Rehab­
ilitation as a result of the development of acceptable cooperative program. This  
will make extensive programs possible and feasible in the future.

Discussed at staff meeting, 2-3-67.
The purpose of this memo, then, is to encourage and lend full support to such cooperative planning and programming for expanded vocational rehabilitation services in state institutions. From a state-wide standpoint, this cooperative planning endeavor has three major objectives:

1. Expanding the scope of vocational rehabilitation services available to the mentally retarded and the mentally ill in state institutions.
2. Increasing the number of mentally ill and mentally retarded actively receiving vocational rehabilitation services.
3. Extending vocational rehabilitation services to those mentally ill and mentally retarded persons presenting such complex and difficult problems that they are not now receiving vocational rehabilitation services.

The following procedures are hereby established in order to implement this cooperative vocational rehabilitation program:

1. Ardo Wrobel of the Medical Services Division and Marvin Spears of the Division of Vocational Rehabilitation have been assigned the responsibility of coordinating the development of this program.
2. Necessary guidelines will be developed which will include the conditions for the availability of funds. These guidelines will also include examples of possible cooperative programs.
3. Institution and vocational rehabilitation staff may develop and submit for approval proposals for cooperative vocational rehabilitation programs designed to meet the objectives listed above. These proposals will need to include the identification of matching funds and/or services to be made available by the institution. Mr. Wrobel and Mr. Spears will be available as a consulting team to assist in the development of these plans.
4. Such proposals are subject to the approval of both agencies and the availability of funds.
5. We suggest that a separate file be established on this subject, because there will be a series of memorandums originating from these two divisions.

We are very optimistic about the prospects for cooperative programming and encourage your full support and participation.

cc: Department Heads