## **Veteran Readiness & Employment: Product Guide**

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## **Product Overview:**

• The Veteran Readiness and Employment tool is a short form (VA Form 28-1900) that allows a Veteran to sign up to be contacted for vocational rehabilitation counseling. Also included is an eligibility wizard that helps Veterans understand if they are using the right form or service and some orientation content to assist in qualifying applicants. Target launch date for VRE is April 19, 2021.

## **User Access:**

This tool is currently available to LOA3 (eBenefit Premium) users. While other
users can currently log in on Veterans' behalf, it is not anticipated that this will be
possible on VA.gov until Roles and Relationships are finalized. Other non-ID.me
login methods should be valid. Users can also access this feature
unauthenticated without logging in.

## **Navigation:**

- This feature is accessible for testing within the staging environment or available in prod at <a href="https://www.va.gov/careers-employment/vocational-rehabilitation/apply/introduction">https://www.va.gov/careers-employment/vocational-rehabilitation/apply/introduction</a> in any modern browser.
- This feature is available from the Career and Employment hub (<a href="https://www.va.gov/careers-employment">https://www.va.gov/careers-employment</a>) as well as on the Vocational

Rehabilitation page at <a href="https://www.va.gov/careers-employment/vocational-rehabilitation/programs/">https://www.va.gov/careers-employment/vocational-rehabilitation/programs/</a>.

 The user should open the main menu on the VA.gov home page and find the Careers and employment tab. Within that, select the About Veteran Readiness and Employment link, then How to apply, and then Apply for Veteran Readiness and Employment.

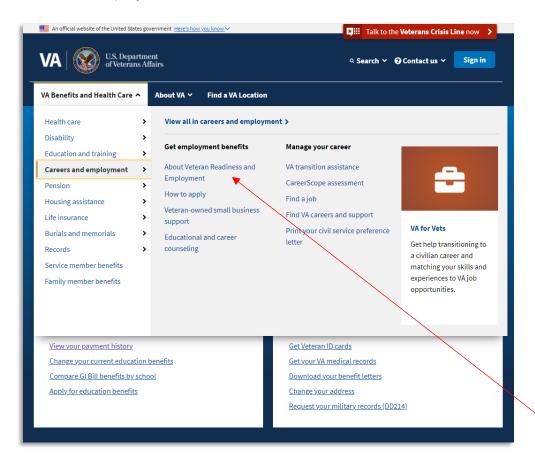


Figure 1 - In the main nav, the Veteran can click Careers and Employment, then "About Veteran Readiness and Employment"

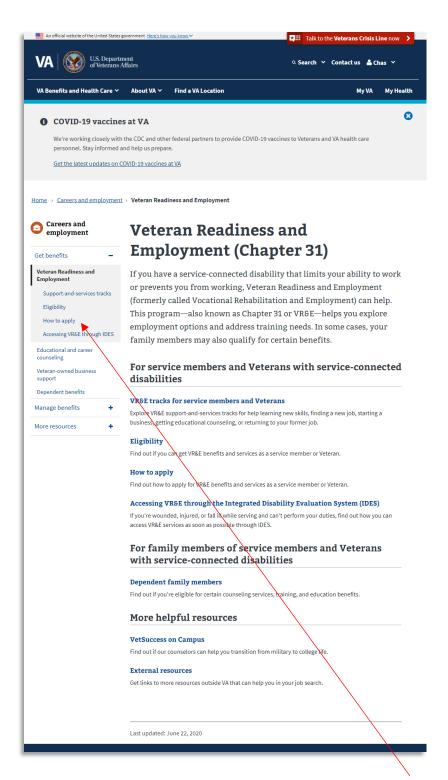


Figure 2 - On the resulting page, the Veteran can select "How to apply "

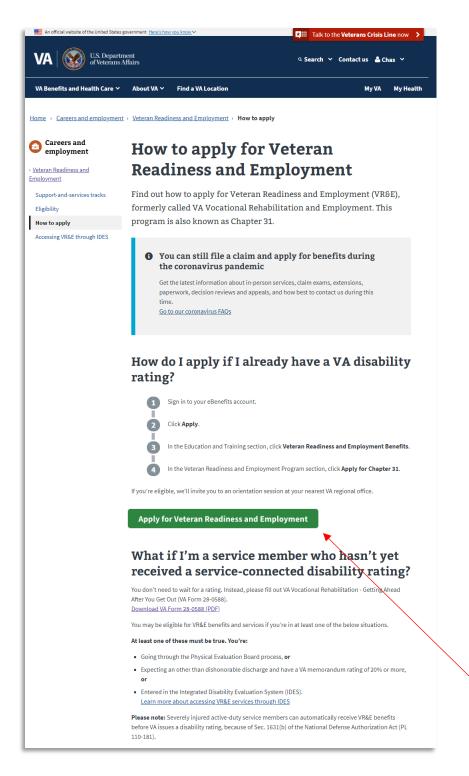


Figure 3- Now the Veteran can select the large green button that says "Apply for Veteran Readiness and Employment"

## Apply for Veteran Readiness and Employment with VA Form 28-1900

Equal to VA Form 28-1900 (Vocational Rehabilitation for Claimants With Service-Connected Disabilities)

#### Is this the form I need?

Our online Veteran Readiness and Employment (VR&E) orientation can help you decide if this program will provide the type of support you need to obtain suitable employment or to live independently. The orientation takes just 15 minutes to complete.

First, answer a few questions below to find out if you're eligible to apply. If you are, we encourage you to complete the orientation before you apply.

If you already know you want to apply for VR&E, you can go directly to the online application without answering the questions below. Apply online with VA Form 28-1900

Which of these describes you?
Veteran
○ Current service member
Neither of these
Did you receive a discharge status <b>other than</b> dishonorable?
Yes
○ No
Do you have a service-connected disability rating of 10% or higher?
Yes
○ No
Based on your answers, you probably qualify to apply for VR&E benefits.
<b>Before you apply,</b> please go through the VR&E orientation below. If you already know you want to apply for VR&E, you can go directly to the online application without going through the orientation below.
Apply online now with VA Form 28-1900

#### **VR&E** Orientation

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#### Veteran Readiness and Employment orientation

The Veteran Readiness and Employment (VR&E) program, also referred to as Chapter 31, provides support and services to Veterans and service members with service-connected disabilities. The program can help you:

- Transition back to civilian life
- Find employment, return to your former job, or start your own business
- Receive education or training for a professional or vocational field that's a good fit for you
- Receive independent living services if you can't return to work right away

Learn more about VR&E from our orientation, and decide if it's right for you.,

Start VR&E orientation slideshow

#### Need help?

For help filling out this form, or if the form isn't working right, please call VA Benefits and Services at  $\underline{800-827-1000}$ .

If you have hearing loss, call TTY: 711.

Next, the user is shown an eligibility wizard, an orientation content, and a button to the form is presented at the end.
Depending on how the eligibility wizard questions are answered, various options and links are shown.

Figure 4- From here, the blue button will start the VRE orientation content

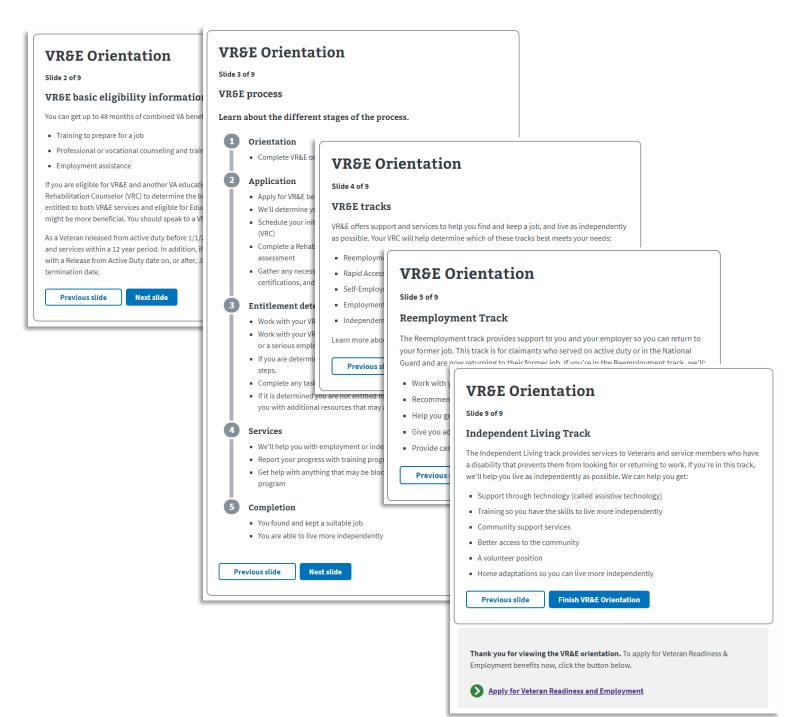
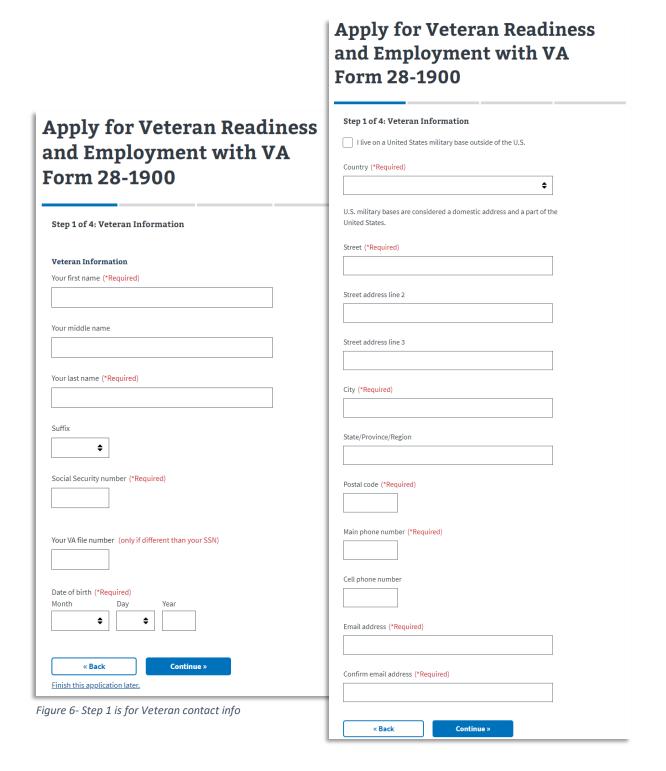


Figure 5- There are several screens that house the orientation content, some screens have been skipped for brevity

## **Functionality:**

The VRE form is short and straight to the point seeking information about how the VA can contact them for an appointment.



# Apply for Veteran Readiness and Employment with VA Form 28-1900

	Step 3 of 4: Communication Preferences
	How would you like us to contact you?
	VRSE has two communication options to make counseling easier:
Apply for Veteran Readiness and Employment with VA	<ul> <li>Electronic-Virtual Assistant (e-VA) This option lets you schedule appointments, contact your counselor, and send documentation online.</li> <li>Everything is private and secure. To use e-VA, you'll need a smartphone, tablet, or computer.</li> </ul>
Form 28-1900  Step 2 of 4: Additional Information  Additional Information  How many years of education do you have? (*Required) (include K-12 and each year of college)  Are you moving in the next 30 days?	Tele-counseling sessions through a virtual communication tool. This option will work on any device with a camera and microphone. Telecounseling can save time and travel, and can get you better access to services.  Please let us know which options work best for you and we'll call your email you with more details.  Are you interested in using e-VA? (*Required)  Yes  No
(*Required)	Are you interested in using <b>Tele-counseling?</b> (*Required)  Yes
○ Yes	○ No
« Back Continue »	Please tell us the time you prefer to meet with your counselor. We'll make every effort to assign a counselor who is available to meet during your preferred hours.
	When are the best times to meet with your counselor?  (*Choose at least 1)
	Mornings 6:00 to 10:00 a.m.
	Midday 10:00 a.m. to 2:00 p.m.
	Afternoons 2:00 to 6:00 p.m.
	« Back Continue »

Figure 7- Steps 2 and 3 address years of education, if the Veteran is moving, and their communication preferences

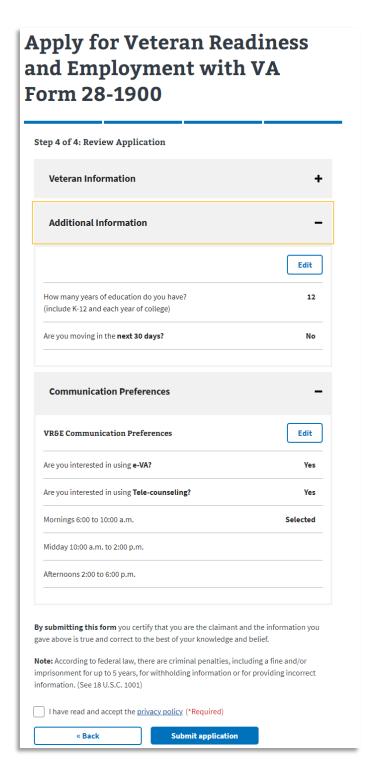


Figure 8- Step 4 is simply the review and confirm screen before submitting with the blue Submit button

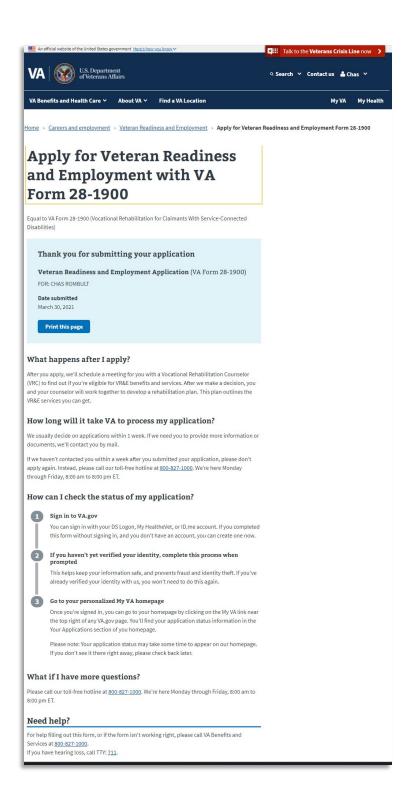


Figure 9- A successful submission screen

## **Major Issues and Error Messages**

- There are two major possibilities for error why an error message might appear: :
  - There is an issue with a lower environment in the backend at the VA and systems are down.
    - The Veteran may apply again a in a few minutes or follow the instructions at the Help Desk
  - The SSN used for the Veteran is not found; applications are sent and saved to the eFolder and a SSN is used to find the correct folder.
    - The Veteran should verify the SSN used. If correct and still not found, the account may need to be created.

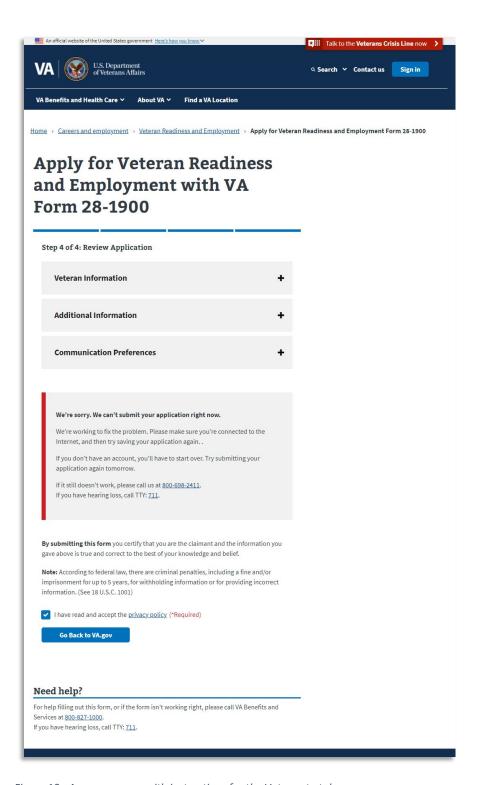


Figure 10 - An error screen with instructions for the Veteran to take