

## *REFERRAL INFORMATION*

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Phone or fax referral information to one of our two office locations:

### *SOUTHFIELD, MICHIGAN*

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26211 Central Park Blvd.  
Suite 501  
Southfield, MI 48076

Phone: **248-354-3540**  
Fax: **248-354-9621**

### *LANSING, MICHIGAN*

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4021 W. Michigan Ave.  
Suite 6  
Lansing, MI 48917

Phone: **517-323-4878**  
Fax: **517-323-2714**



VOCATIONAL REHABILITATION SERVICES THAT WORK

**HFA**  
26211 CENTRAL PARK BLVD. SUITE 501  
SOUTHFIELD, MI 48076



**VOCATIONAL REHABILITATION  
SERVICES THAT WORK**



A State Approved Vocational Rehabilitation Service Provider

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## WHY HFA?

- ✓ **HFA** is a state leader in outside job placement.
- ✓ **HFA** has 25 years of experience in workers compensation and vocational rehabilitation.
- ✓ **HFA's** goal is to resolve cases in 90 to 120 days.
- ✓ **HFA** knows that there are claimant's who are not motivated to return to work. Counselors will provide each claimant with every opportunity to return to viable employment.
- ✓ **HFA** is also committed to providing feedback to referral sources regarding claimant's efforts.
- ✓ **HFA** will save you money and help your claimant get back to work.
- ✓ **HFA** will render a preliminary opinion regarding the claimant's employability and wage earning capacity.

## OUR COMMITMENT TO YOU

Whenever possible, **HFA** will implement the following guidelines:

- ✓ **WITHIN 30 DAYS:** Initial Vocational Assessment and Vocational Testing (state requirements) for a thorough evaluation.
- ✓ **30-45 DAYS:** Development of the Vocational Rehabilitation Plan (a state requirement) and representative job analyses, a **HFA** innovation.
- ✓ **45-90 DAYS:** *Active and Accountable*® job development.
- ✓ **90-120 DAYS:** If necessary, consultation with referral source, re-evaluation, and possible further job development.

## REASONS FOR OUR SUCCESS

*Active and Accountable*® job development is an intense job search process developed by **HFA**. *Active & Accountable*® is designed to either place individuals within 90 days or to have the information to determine the barriers to employment.

Claimants are provided with job leads on a weekly basis. In addition, **HFA** staff follow up with the employers on a weekly basis to facilitate the placement process and obtain valuable information regarding the claimant's job seeking skills.

*Active and Accountable*® job development requires that the recipient and the job developer be in contact on a weekly basis. The counselor assists in monitoring job search activities and barriers to re-employment.

If the individual does not return to work, our follow up with employers assists us in determining why they have not been placed.

*Active & Accountable*® job development delivers faster, more cost-effective results.