

**Issue: January 16, 2012**

## WorkSafeBC Expression of Interest #H005-2007 TO PROVIDE VOCATIONAL REHABILITATION SERVICES FOR WORKSAFEBC INJURED WORKERS

**Addendum has been issued to extend closing date to March 31, 2012.**

WorkSafeBC (the Workers' Compensation Board of BC) would like to identify Providers interested in offering specific Vocational Rehabilitation Services to WorkSafeBC Injured Workers. You are invited to respond to this Expression of Interest (EOI) to indicate your interest for additional information on the requirements and competitive process. **Expressions of Interest are requested from potential new Providers.**

### DESCRIPTION OF SERVICES

WorkSafeBC offers a variety of programs and services to assist Injured Workers to return to suitable employment and to obtain the best possible return to work outcomes. To achieve this objective, Vocational Rehabilitation Services may utilize external Providers to deliver specific Services designed to help Injured Workers gain, maintain, and improve skills that allow them to return to the labour market.

These include:

- Vocational Interest and Aptitude Testing;
- Resume and Cover Letter Preparation;
- Job Finding Club;
- Psycho-Vocational Assessment;
- Job Search Skills;
- Job Placement Services.

### MANDATORY QUALIFICATIONS FOR PERSONNEL

1. Psycho-Vocational Assessments must be performed by a Psychologist who is a current member in good standing with the College of Psychologists of British Columbia or in the province of practice. It is an expectation that each proposed Psychologist conducting Psycho-Vocational Assessment have a minimum of one (1) year of experience in the area of specialty.
2. Vocational Interest and Aptitude Testing must be performed by a professional who holds the appropriate credentials in the area of specialty. It is an expectation that the proposed Professional will also have one (1) year of experience in their area of specialty.
3. Resume and Cover Letter Preparation, Job Search Skills, Job Finding Club or Job Placement Services must be performed by a Professional/Personnel with the following minimum qualifications:
  - Canadian Rehabilitation Counselor Certification (CCRC) from the Commission on Rehabilitation Counselor Certification; or
  - Registered Rehabilitation Professional (RRP) designation through the Canadian Association of Rehabilitation Professionals; or
  - A minimum of three (3) years directly related experience in the provision of Resume and Cover Letter Preparation, Job Search Skills, Job Finding Club or Job placement Services and will be working under the direct supervision of a Professional with CCRC or RRP designation.
  - Personnel conducting Job Finding Club Services must possess a Job Club Leadership Training Certificate.

**SERVICE REGIONS AND LOCATIONS**

The following geographic Service Regions may include, but are not limited to, the following descriptions. Successful Providers shall be prepared to travel to all locations and surrounding areas within the proposed geographical service location and surrounding areas for which they are approved to deliver Services. WorkSafeBC reserves the right to change the number of Providers required for each service region and/or change the structure of the service regions and locations as it deems necessary for the requirements.

<b>Service Region</b>	<b>Locations (includes surrounding areas):</b>	<b>Location Codes</b>
<b>VANCOUVER &amp; AREA:</b>	Vancouver, Richmond, Burnaby, Delta and Tsawwassen	<b>A</b>
	Surrey, Langley and White Rock	<b>B</b>
	New Westminster, Coquitlam, Maple Ridge, Port Moody and Mission	<b>C</b>
	<b>Fraser Valley:</b> Langley, Abbotsford, Chilliwack, Mission and Hope	<b>D</b>
	<b>Sea to Sky Corridor:</b> North Vancouver to Pemberton	<b>E</b>
<b>ISLAND:</b>	<b>Sunshine Coast:</b> Gibsons, Sechelt and Powell River	<b>F</b>
	Victoria	<b>G</b>
	Duncan	<b>H</b>
	Nanaimo, Port Alberni	<b>I</b>
	Courtenay, Campbell River and Port Hardy	<b>J</b>
<b>INTERIOR / NORTH REGION:</b>	<b>Thompson/Okanagan:</b> Kamloops, Lillooet, Merritt, Valemont, Revelstoke, Williams Lake	<b>K</b>
	<b>Okanagan:</b> Kelowna, Salmon Arm, Vernon, Penticton	<b>L</b>
	<b>Northern BC:</b> Prince George, Quesnel, Fort St. John, Dawson Creek	<b>M</b>
	<b>Northern BC:</b> Terrace, Prince Rupert	<b>N</b>
	<b>Kootenay:</b> Nelson, Kimberley, Cranbrook, Fernie and Golden	<b>O</b>

**LOCATION OF SERVICES**

The Contractor must provide the Services in a community setting location in the service location for which they are contracted. The Contractor is responsible to ensure the community setting location ensures privacy and confidentiality.

**COMPETITIVE PROCESS**

WorkSafeBC will forward invited Respondents a Request for Qualifications (RFQ) document. The RFQ will provide further information on the service requirements and instructions on providing a submission to the WorkSafeBC. WorkSafeBC will review all of the completed submissions and notify the Respondents of the submission results.

This EOI is an inquiry only and WorkSafeBC reserves the right in its sole discretion to negotiate a contract individually with any Respondent to this EOI for all or part of the work or not to proceed with a contract. WorkSafeBC will continue to accept new submissions for this EOI **until**

**March 31, 2012.**

**INQUIRIES**

For any questions or concerns, please contact:

Contact: Matilda Groom, Senior Purchasing Officer

Dept: Corporate and Health Care Purchasing

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WORKING TO MAKE A DIFFERENCE

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TO: **Bonnie Germyn, Purchasing Assistant; WorkSafeBC Corporate & Health Care Purchasing**

**CONFIRMATION OF EXPRESSION OF INTEREST #H005-2007  
TO PROVIDE VOCATIONAL REHABILITATION SERVICES**

**Yes** We are interested in receiving a copy of any resulting competitive document and have provided the following information as requested.

<b>1. LEGAL BUSINESS NAME</b>	
<b>2. CLINIC NAME OR TRADE NAME</b>	
<b>3. ADDRESS</b>	
<b>4. CONTACT NAME</b>	
<b>5. TITLE</b>	
<b>6. PHONE NUMBER</b>	
<b>7. FAX NUMBER</b>	
<b>8. EMAIL ADDRESS</b>	