# **Vocational Rehabilitation Services Manual D-200: Purchasing Goods and Services**

Revised July 1, 2022

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## **D-206: Purchasing Restrictions**

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### D-206-3: Out-of-State Purchases

The code of federal regulations (CFR) §361.50 (b)(1) allows TWC-VR "to establish a preference for in-state services, provided that the preference does not effectively deny an individual a necessary service. In compliance with CFR §361.50 (b)(2) TWC-VR does not prohibit the provision of out-of-state services." However, "if the individual chooses an out-of-state service at a higher cost than an in-state service, if either service would meet the individual's rehabilitation needs, TWC-VR is not responsible for those costs in excess of the cost of the in-state service."

The term "out-of-state" is defined as a provider whose point-of-service address or place of doing business is located outside Texas. This term is not intended to describe, define or include providers whose brick and mortar business operations are within Texas but for whom the payment (remit) address of record is outside Texas.

**Out-of-State Training Services**

The purchase of training services or related support services from out-of-state providers requires VR Manager approval. This includes online or correspondence training purchased from providers that are not physically located in Texas. For additional information about policies, procedures, and requirements, refer to [VRSM C-400: Training Services](https://twc.texas.gov/vr-services-manual/vrsm-c-400).

Purchasing an out-of-state training service that is ordinarily regulated in Texas, but is not regulated in the state where the service is provided, requires consultation with the state office program specialist assigned to the specific type of training and VR Manager approval. Note: This includes out-of-state proprietary and vocational training. For specific information about licensing requirements, refer to [VRSM C-411: Training from Career and Technical or Certified Schools (Proprietary Institutions)](https://twc.texas.gov/vr-services-manual/vrsm-c-400#c411) and [C-413: Training by Paid Instructor or Exempt Schools](https://twc.texas.gov/vr-services-manual/vrsm-c-400#c413).

**Out-of-State MAPS Services**

Out-of-state MAPS services must also be purchased from providers who are properly credentialed. To ensure that a provider is properly credentialed, consult with the State Office Program Specialist for MAPS Provider Services.

Consultation with the State Office Program Specialist for MAPS Provider Services is required to purchase MAPS services from an out-of-state provider.

**Records from Out-of-State Providers**

The purchase of medical records or training transcripts from out-of-state providers does not require out-of-state approvals.

**Contracted Out-of-State Goods and Services**

Goods or services purchased under contract from an out-of-state provider do not require additional out-of-state approvals. This includes contracted out-of-state training providers. However, all other required processes and procedures specific to that good or service must be applied.

**Noncontracted Out-of-State Goods or Services**

Purchase of any good or service from an out-of-state provider that is normally purchased under a contract, but the out-of-state provider does not have a contract for that good or service with TWC-VR, requires consultation with the state office program specialist assigned to the specific good or service and VR Manager approval.

Once approved, a contract exception must be completed. For information about the contract exception process, refer to [D-210: Exceptions to Contracted Fees and MAPS Fees](https://twc.texas.gov/vr-services-manual/vrsm-d-200#d210). Purchases of any other non-contracted goods or services from an out-of-state provider that are not specifically referenced in this section requires VR Manager approval prior to purchase.

**Noncontracted Out-of-State Goods or Services Greater Than One Thousand Dollars ($1,000)**

The purchase of goods or services from an out-of-state provider that cost greater than one thousand dollars ($1,000) per service authorization requires VR Manager approval. All other required approvals, including those in [D-205: Purchasing Thresholds](https://twc.texas.gov/vr-services-manual/vrsm-d-200#d205), must be applied. Processes and procedures specific to that good or service must also be applied.

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