# **Vocational Rehabilitation Services Manual C-1400: Supportive Goods and Services**

Revised July 1, 2022

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## **C-1401: Maintenance**

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### C-1401-3: Nonrecurring Maintenance

Nonrecurring maintenance (also referred to as "one-time maintenance" in RHW) is used for onetime expenses that are incurred as a direct result of participation in VR services.

Nonrecurring maintenance may also be used to purchase the following:

* Maximum Affordable Payment Schedule (MAPS) goods and services (only when the vendor will not accept a VR service authorization) as follows:
  + Applicable MAPS rate must still be applied to determine the amount of maintenance to be paid
  + The process may not be used to exceed established MAPS fees.
  + VR Manager approval is required
* Business start-up costs for self-employment (Refer to [C-1100: Self-Employment](https://twc.texas.gov/vr-services-manual/vrsm-c-1100) for details.)
* Escort or attendant supports (when required) for a customer (use current state per diem rate).
* Initial one-time costs, such as a security deposit or charges for the initiation of utilities, that are required in order for an individual to relocate for a job placement or to participate in VR services.
* Health insurance premiums—for customers who do not have health insurance if insurance is required by a business for participation in the following:
  + Work Experience Services;
  + Paid Work Experience purchased through Local Workforce Development Boards (Boards);
  + Wage Services for Work Experience through WorkQuest;
  + Practicums;
  + Clinicals; and
  + Internships

Note: Health insurance premiums may only be purchased while the customer is participating in the above bulleted services. VR staff must document the options explored for health insurance and the justification for which option best meets the customer’s vocational needs.

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