



MASSACHUSETTS REHABILITATION COMMISSION

ON-THE-JOB EVALUATION A G R E E M E N T

Agreement made this _____ (**(date)**) by and between the Massachusetts Rehabilitation Commission (hereinafter referred to as the Commission), and _____ (the Employer), and _____ (the Client), MRCIS ID# _____. These parties agree to the following terms, conditions and responsibilities.

TERMS, CONDITIONS AND RESPONSIBILITIES

This evaluation shall be as follows (Please describe evaluation outline):

Responsibilities of the Employer

1. The Employer agrees to provide on-the-job evaluation for the Client as a _____ SOC Code # (_____) **up to** _____ hours per week and for up to a period of _____ days at a rate of \$ _____ per hour commencing on: _____ (**(date)**) and ending on / or before _____ (**(date)**), for a total of _____ hours (maximum number of hours) .

2. The Employer agrees to provide to the Client all benefits to which other employees are legally entitled including, but not limited to, workers' compensation.
3. The Employer agrees to provide adequate supervision and training to the Client.
4. The employer agrees that upon successful completion of the evaluation it shall make a good faith effort to provide potential of employment feedback.
5. The Employer agrees to provide the Commission with monthly attendance and progress reports on the Client. The Employer shall inform the Commission within five (5) days of any change in employment status of the Client.
6. The Employer agrees not to use or release any information identifying the Client, except with the Client's approval and in accordance with the laws of the Commonwealth and, where applicable, federal law.
7. The Employer agrees not to discriminate against any employee or applicant for employment because of race, national origin, religion, age, sex, or by reason of physical or mental disability.

Responsibilities of the Commission

1. The Commission agrees to pay the Employer \$_____ per hour for providing the Client with on-the-job evaluation up to a maximum of \$_____ total.
2. The Commission agrees that the Counselor and or Placement Specialist will meet periodically with the Employer and the Client, either individually or together, to discuss the progress of the on-the-job evaluation.

Responsibilities of the Client

1. The Client agrees to maintain regular and prompt attendance at the evaluation site.
2. The Client agrees to inform the Commission within five (5) days of any change in the employment status of the Client.
3. The Client agrees to meet periodically with the Counselor to discuss the progress of the on-the-job evaluation.

Termination of the Agreement

Any party may terminate this Agreement upon five (5) days written notice to the other parties.

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The Commission, the Employer and the Client have caused this Agreement to be executed as of the year and day first written above.

MRC Counselor

Client

MRC Area Director

Employer