ALABAMA DEPARTMENT OF REHABILITATION SERVICES
ADMINISTRATIVE CODE

CHAPTER 795-2-1
DUE PROCESS

795-2-1-.01 Procedural Safeguards And Notice.

The following rules and minimum procedural safeguards shall govern the provision of services within the following programs administered by the Department of Rehabilitation:

(a) Reserved.

(b) Children's Rehabilitation Service.

(c) Hemophilia Program.

(d) Adult Vocational Rehabilitation Service.

(e) Reserved.

(f) Homebound Service.

(g) Community Support Services. To ensure that the rights of all applicants, clients, and families to services are guaranteed, the Department has established the following minimum procedures:

(1) Notice of Proposed Action.

(a) The Department shall provide written notice to eligible applicants or clients of the services to be provided.

(b) The Department shall provide written notice to an applicant or client of a denial of eligibility or services.

(c) The notice shall contain:

1. the action;

2. the reason(s) for the action(s); and

3. an explanation of the right to request administrative review and formal hearing in the event the applicant or client disagrees with the action(s).

(2) Delivery of Notice.

(a) The notice may be delivered in any of the following ways:

1. by personal service, or

2. by certified mail, return receipt requested.

Author: Alabama Board of Rehabilitation Services
Statutory Authority: Code of Ala. 1975,
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Amended: Published June 30, 2021; effective August 14, 2021.