

Hello,

March of Dimes Canada (MODC) is a national non-profit organization with the vision to create a society inclusive of people with disabilities, and mission to maximize the independence, personal empowerment and community participation of people with disabilities. We hold a variety of contracts for return to work services within our employment services department and frequently require evaluation of our clients for planning purposes or to determine eligibility of benefits. We have high demand for assessment services—just last year we completed 4200 assessments for our various contracts. At the current time, we are seeking assistance providing assessment services for our Canadian Veterans Vocational Rehabilitation Services (CVVRS), Workplace Safety and Insurance Board (WSIB), and Ontario Works (OW) contracts in Ontario.

The specific requirements of each contract varies, and further information specific to contract requirements will be provided during next steps if moving forward and depending on which programs you would be interested in receiving referrals from. At this stage in the conversation, it is important to note that the expected turnaround times for each of our contracts also varies, and ranges from one week to one month. For WSIB assessments, the expected turnaround time is 5 business days. For CVVRS assessments, the expected turnaround time is 7 business days. For OW, the timeline can vary, however a due date will be proposed at the point of referral.

Depending on the contract and referral from our funders, we may require the following types of assessment services: Psychological, Neuropsychological, Psychovocational, Psychoeducational, or a combination of any of the former. Due to our funding structure, we require a flat rate for each of these assessment services. If it is determined that we will move forward with using your services on a subcontract basis, we can provide samples for you to reference to assist with determining a reasonable fee for service.

Below are a few links to our Employment Services website with some more information on assessment services:

- [Disability and psychological assessments](#)
- [Career and vocational assessments](#)
- [General employment services website](#)

If interested in talking further about this opportunity, please respond with the following information:

- A copy of your CV
- Sample of work product
- Office location and accessibility of the office

- Availability for assessment (i.e. wait time for an appointment, estimate of number of referrals that can be received per month, turnaround time for assessment report following completion of the evaluation)
- Assessment services offered
- Capacity to conduct virtual assessment – please specify which assessments can be conducted virtually
- Willingness to travel for assessment (please note in instances where travel is required, mileage, meals and hotel expenses would be covered)
- Areas that you could cover for assessment
- Precautions in place related to COVID19

We appreciate your interest in receiving referrals from our organization, and for taking the time to provide the requested information.

Looking forward to speaking with you.

Sincerely,

Michelle Mastinsek, RRP

Dr. Carrie Heilbron, PhD., C.Psych.