

## WORLD SERVICES FOR THE BLIND

### Referral Process

To refer a client for services at World Services for the Blind (WSB), please submit the following information/documentation:

#### On Campus Training

1. A completed WSB Admissions Application and HIPAA Privacy Authorization Form filled out with Primary Care Physician information (name/phone number/address)
2. Current medical history and medication list signed by client's physician, and current insurance card
3. A current negative TB test (can be done at any health department or physician's office)
4. Vision Report signed by client's physician (dated no earlier than one year prior to admission date)
5. Special dietary plan or listing of special medical needs
6. Recent psychological evaluation if client has a history of psychiatric or psychological problems
7. Copies of reports of evaluation or training activities, if applicable
8. Authorization in the amount of \$5,225.00 (\$3,375.00 for training, and \$1,850.00 for room & board) for first 30-days of training
9. If applying for Massage Therapy, there are additional admissions requirements. Please contact Rebecca Reid directly at [rreid@wsblind.org](mailto:rreid@wsblind.org) or 501-664-7100 ex/ 265 for more information.

#### Online Training

\*If a client is wanting to pursue an online training program, please specify if wanting online training on the application under the section "Career Training Program" on page 2

1. A completed and signed WSB Admissions Application
2. Vision Report signed by client's physician (dated no earlier than one year prior to admission date)
3. Copies of reports of evaluation or training activities, if applicable

Once this information/documentation has been received, it will be reviewed by WSB staff and, upon approval, an admission date will be confirmed. If you have questions or need additional information, please contact:

World Services for the Blind  
2811 Fair Park Blvd  
Little Rock, AR 72204-5044