

Contract of Participation in VIRK Vocational Rehabilitation Fund's Vocational Rehabilitation Services

This contract stands between the VIRK Vocational Rehabilitation Fund and <insert name> (hereafter: participant) and lists participation terms and vocational rehabilitation goals aimed at increasing participant's employment abilities on the job market.

Par. 1

Aims and Intentions

The aims set forth by this contract include increasing participant's employment abilities and activating their participation in the job market with the help of VIRK's vocational rehabilitation consultants.

Par. 2

Vocational Rehabilitation Action Plan

Participant vows to do their utmost to follow schedules set forth by VIRK for participant's service period with VIRK.

Par. 3

Rights and Duties

VIRK assumes that the participant fulfills the terms of service set forth by sec. 11 of laws no. 60/2012 but reserves the right to reconsider that assumption should circumstances dictate.

VIRK consultants will provide participant with the support and counseling necessary to fulfill the action plan laid out by VIRK for the remainder of participant's service period with VIRK. In accordance with current VIRK regulations, VIRK – Employment Rehabilitation Fund will fully or partially finance those rehabilitation measures that VIRK's action plan dictates.

If circumstances dictate that participant is unable to participate in VIRK's action plan, participant should inform a consultant as soon as possible. All parties will work together to find a way to adjust the action plan to suit participant's altered circumstances.

Participant vows to take an active part in the vocational rehabilitation program as well as any rehabilitation measures that his vocational rehabilitation plan puts forth. Participant vows that they are ready to follow the instructions set by VIRK's consultants regarding rehabilitation measures. It is understood that the participant will be present for all consultancy and rehabilitation sessions unless situations arise that are beyond participant's control.

If the participant can't be present for one or more of the rehabilitation measures listed in the action plan as a part of VIRK's services, the participant is responsible for cancelling the session(s) in question in due time. Otherwise, participant is held responsible for all cost incurred by the providers of said rehabilitation measures.

If participant's attendance to sessions with consultants and other service providers recruited by VIRK as a part of the action plan dips below the equivalent of 80% without reasonable prior notification, VIRK has the right to deny participant service, in which case all VIRK payments to other service providers will be cancelled. 80% attendance infers that attendance with each individual service provider (consultant, rehabilitation service provider) has to remain above 80%. If health issues lead to participant being unable to attend counseling sessions or service provider sessions, VIRK has the right to request that participant presents a medical certificate.

If participant's conduct indicates in any way that they are not willing to take an active part in the vocational rehabilitation process, this can also lead to being denied service.

If participant ceases taking an active part in VIRK's vocational rehabilitation, this contract is annulled and support of any action plan put forth by VIRK and its consultants is withdrawn.

If participant has the right to a pension pay-out from the Icelandic Social Insurance Administration to cover the cost of rehabilitation services, participant is responsible for using My Pages to send their action plan to the Icelandic Social Insurance Administration when such an action is needed.

*Place and date:*_____

Participant's name and signature

VIRK consultant's name and signature

Please note that VIRK's opening hours are weekdays between 8 am and 4 pm. VIRK's staff does not answer phones or read emails except during those hours. In case of an emergency—or if the condition of participant's health deteriorates—participants in VIRK's services are instructed to contact either their personal health clinic or phone the emergency help line 112.