



Youth Transition Services

Department on Disability Services



A man with dark hair, wearing a white dress shirt and a blue tie, is smiling and looking towards the camera. He is holding a white object, possibly a piece of fabric or a small bag, which is being held by another person's hands. The background is blurred, suggesting an indoor setting with other people and lights.

Explore Your Interests

Preparing Students with Disabilities for **LIFE AFTER HIGH SCHOOL**

Transitioning into life beyond high school can often be an intimidating and challenging process, especially if you have a disability. Planning ahead can ensure an easier and more successful transition. The Rehabilitation Services Administration (RSA) of the Department on Disability Services (DDS) works with students who are eligible or potentially eligible for vocational rehabilitation (VR) services to help them explore interest and abilities, prepare for the world of work, and achieve long-term employment goals.



All Students Welcome



Workforce Innovation & Opportunity Act (WIOA)

Enacted in July 2014, WIOA is landmark legislation designed to strengthen and improve our nation's public workforce system. The goal is to help get people, including youth and those with significant barriers to employment, into high-quality jobs and careers and help employers hire and retain skilled workers. As a result of WIOA, youth transition services were expanded to include a new category called Pre-Employment Transition Services (Pre-ETS).

Pre-ETS are available to all students with disabilities who are potentially eligible for vocational rehabilitation (VR) services, including any student with an IEP or eligible for a 504 Plan. In partnership with local schools, DDS/RSA ensures that all transition-age students (as defined by the state education agency) have access to Pre-ETS. A student does not have to apply for, or be found eligible for, VR services in order to receive Pre-ETS.

Who Can Participate?

All students with a disability enrolled in an educational program can participate, without regard to the type of disability. RSA works collaboratively with local schools, District employment agencies, and community service providers to coordinate the provision of pre-employment transition services and VR services for all students with disabilities.



Get Ready to Work

Pre-Employment Transition Services

Pre-Employment Transition Services (Pre-ETS) are made available to all students with disabilities. A student does not have to apply for, or be found eligible for, vocational rehabilitation (VR) services in order to receive Pre-ETS.

RSA Provides These Pre-Employment Transition Services

JOB EXPLORATION COUNSELING.

are provided in an integrated environment in the community to the maximum extent possible.

GUIDANCE ON HIGHER EDUCATION, to include counseling on opportunities for enrollment in comprehensive transition or postsecondary educational programs at institutions of higher education

COUNSELING ON OPPORTUNITIES for enrollment in comprehensive transition or postsecondary educational programs at institutions of higher education.

WORK-BASED LEARNING EXPERIENCES, which may include in-school or after school opportunities, or experiences outside the traditional school setting (including internships), that

WORKPLACE READINESS TRAINING to develop social and independent living skills.

INSTRUCTION IN SELF-ADVOCACY, which may include peer mentoring.

Examples of Pre-Employment Transition Services

Job Exploration Counseling

- Career Awareness
- Job Shadowing
- Workplace Tours/
Field Trips
- Career Speakers
- Career Assessment

Work-based Learning Experiences

- Paid Internships
- Paid Work Experience
- Service Learning
- Non-paid Internships/
Work Experience
- Apprenticeships

Counseling on Postsecondary Educational and Transition Programs

- Identify Assistive Technology needs
- Identify Admission tests accommodations
- Attend College Fairs & Tours
- Apply for Vocational Rehabilitation Services
- Accessing services & supports from developmental/
intellectual disabilities service agency, if eligible

Workplace Readiness Training

SOCIAL SKILLS

- Communication
- Problem Solving
- Active Listening
- Body Language
- Positive Attitude
- Talking/Writing
- Decision Making
- Empathy
- Teamwork
- Cooperation
- Conflict Resolution
- Professionalism

INDEPENDENT LIVING SKILLS

- Good Hygiene
- Using a Cell Phone
- Time Management
- Using Transportation
- Healthy Lifestyle
- Money Management

Instruction in Self-Advocacy

- Applying for vocational rehabilitation services
- Self-Awareness
- Decision Making
- Accommodations
- Self-Determination
- Disability Understanding
- Goal Setting
- Positive Self-talk
- Intrinsic Motivation
- Disability Disclosure
- Evaluate Options
- Know Your Rights and Responsibilities
- Assertiveness

A young woman with dark, curly hair is smiling warmly at the camera. She is wearing a dark blue t-shirt and is seated at a dark, reflective table. In front of her is a white coffee cup on a saucer with a spoon. To the left of the cup is a large, shiny metal pitcher. The background is a blurred kitchen or cafe setting with shelves and various items.

Support for Your Future

Vocational Rehabilitation (VR) Services

VR transition services link students with disabilities, while still in school, with the vocational rehabilitation program to create a continuum of services leading to long-term employment outcomes for eligible students.

Students can apply for VR services at any time while in school. Students who apply for VR services may be eligible for additional supports such as:

- Transportation Services
- Job Coaching
- Assistive Technology
- Travel Training

STEP 1

Apply for vocational rehabilitation services through RSA's transition department

WHO Students enrolled in a secondary education program who either have an IEP, are eligible for a 504 plan, or who have a disability.

WHAT Ask your teacher or special education coordinator for an RSA application form. They will help you gather all of the information required to complete the application packet and have it submitted to your school's RSA counselor. *If you are unsure of your school's RSA counselor, you can ask your special education coordinator, call **RSA at (202) 442-8675, or go to dds.dc.gov – > Services – > Youth in Transition for a listing of schools and their counselors.***

*Complete, sign, and date the application form. If you are under 18 years old, your parent or guardian's signature is required. This form will be included in your application packet, and submitted to your RSA counselor by your special education coordinator. Applications are also available at **dds.dc.gov – > Services – > Youth in Transition – > Eligibility and intake Process.*** If you complete this online application, let your RSA counselor or special education coordinator know so that they can assist you with gathering the information that should be included your application packet.



WHERE You can submit your application to the RSA counselor assigned to your school or the special education coordinator. Online applications will go directly to RSA and you will be contacted by an RSA counselor within five business days to update you on the next steps.

WHEN Applications can be submitted at any time. If you submit your application at the school, you and your special education coordinator will be contacted by your VR counselor within 10 days to schedule an intake interview which begins the eligibility process. Your VR counselor or special education coordinator will let you know if you need to bring anything to the intake interview.

STEP 2

Intake

INTAKE INTERVIEW

Your VR counselor will meet with you to review the information in your application. You two will discuss how your strengths, interest, and abilities will play a role in the VR process. You will actively participate by making informed decisions that best fit your needs.

STEP 3

Eligibility

The eligibility process determines whether the student can receive VR services through RSA. This process normally takes no longer than 60 days.

The VR counselor evaluates the information gathered during the intake interview and uses the following criteria to determine eligibility:

- The student has a documented disability.
- The disability creates a barrier to gaining or maintaining employment.
- The student will benefit from VR services in order to reach an employment goal.
- VR services are required for the students to gain, maintain, or advance in employment.

The VR counselor will contact the student and appropriate school staff regarding your eligibility results within 60 days.

STEP 4

Individual Plan for Employment (IPE)

If determined eligible, you will work with your VR counselor to create an individual plan for employment (IPE). The IPE is a blueprint for how you will achieve your employment goal. It lists your desired employment goal, the services required to achieve that goal, and who provides those services.

Here's how the IPE is made:

- Student and VR Counselor will explore careers that both interest the student and are appropriate based on their abilities.
- By utilizing the information in the student's IEP transition plan, the VR counselor will help the student determine an appropriate and realistic employment goal.
- VR Counselor will provide the student with a range of individualized services that will enable him/her to reach that goal. Student will use informed choice to select the services that best fit his/her needs.
- Student completes a financial needs assessment to determine the student's or parent's contribution to the cost of services.
- Student and VR Counselor sign the IPE.

When you have completed all of the services on your IPE, you will have achieved your employment goal and will be gainfully employed!



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