Transition Tracker

Family Guide for Transition Planning

for

(student's name)

Transition is the **time to plan** for:

Employment
Post-Secondary Education and Training
Independent Living

www.ricecountyctic.com

Transitioning to Adult Life

The Rice County Community Transition Interagency Committee (CTIC) has taken a leadership role in the effort to make provisions for effective transition planning and services for young adults of Rice County with disabilities. The goal is to ensure that young people with disabilities who are attending school experience a smooth transition to adult life. Transition planning was designed to prepare students to make a smooth transition and to assist them in overcoming obstacles.

Beginning sometime during grade 9, transition services are a coordinated set of activities based on the individual student's needs which take into account the student's preferences and interests. The student's Individual Education Program (IEP) plan must address his/her need to develop skills to live and work as independently as possible within the community. Addressing a youth's transitional needs requires collaboration and creativity. The process must involve planning with the youth along with his or her parents, special educators, vocational educators, and adult service system representatives (i.e., social services, Independent Living Services counselors, Rehabilitation Services counselors, and possibly employers). Areas to address include post-secondary education or training, employment, and independent living which include community participation, home living, and recreation/leisure.

In Minnesota every school district must ensure that all youth with disabilities are provided the special instruction and related services that are appropriate to their needs. The youth's needs and the special education instruction and services to be provided shall be agreed upon through the development of the individual educational program (IEP) or the individual interagency intervention plan (IIIP). The plan must address the youth's need to develop skills to live and work as independently as possible within the community. The youth's plan must contain a statement of the needed transition services before secondary services are concluded, including a statement of the interagency responsibilities or linkages or both. The statement of transition service needs should relate directly to the youth's goals after high school and show how planned activities are linked to these goals.

Our Website: www.Ricecountyctic.com has a link to the Transition Tracker at http://tiny.cc/pzzf6x for a detailed list of transition resources.

Acronyms	List	Definitions

ACT A college entrance exam that tests high school students' general education development and their ability to complete college-level

work. The test covers English, mathematics, reading, and science. There is an optional writing test.

CAC Waiver Community Alternative Care - Provides funding for home and community-based services for children and adults who are

chronically ill and who would otherwise require the level of care provided in a hospital.

CADI Waiver Community Alternatives for Disabled Individuals - Provides funding for home and community based services for children and

adults who would otherwise require the level of care provided in a nursing facility.

CTIC Community Transition Interagency Committee – a committee organized to assist students with disabilities in making a

smoother transition from high school to the adult world.

DD Waiver Developmental Disability Waiver (formerly MR/RC Waiver) – the DD waiver provides funding for home and community-based

services for children and adults with mental retardation or related conditions.

GRH Group Residential Housing - State-funded, income-supplemented program that pays for room and board costs for low-income

persons who have been placed in a licensed or registered setting with which a county human service agency has negotiated a

monthly rate.

IEP Individualized Education Program – customized education plan with goals and objectives for a student with a disability.

IIIP Individual Interagency Intervention Plan – same as above when it includes more than one outside agency involved (the state

Acronyms List Definitions

MN Education Department is moving towards this model).

MA Medical Assistance (MA): One of the Minnesota Health Care Programs. MA is administered by the counties and provides health

care coverage for the following eligible groups: Low-income families, children, pregnant women, people who are age 65 or older,

and people who have disabilities. MA is jointly funded by the state and federal governments. Within federal rules, each state

decides the types of health care services that will be covered under its MA program.

MA-EPD Medical Assistance for Employed Persons with Disabilities –MA-EPD allows working people with disabilities to qualify for

Medical Assistance (MA) under higher income and asset limits than standard MA. The goal of the program is to encourage people

with disabilities to work and enjoy the benefits of being employed.

Medicare A Health Insurance program for people age 65 or older, some disabled people under age 65 and people of all ages with end-stage

renal disease.

MFIP Minnesota Family Investment Plan - Program authorized under the federal Temporary Assistance to Needy Families (TANF)

block grant to provide cash assistance and employment support to needy families. Medical Assistance also covers persons who

receive MFIP. MFIP replaced the Aid to Families with Dependent Children (AFDC).

MSA Minnesota Supplemental Aid - A state-funded program that provides cash assistance to SSI recipients, blind people, people age

65 or older, and disabled people who are age 18 and older.

RS Rehabilitation Services - State operated program to assist adults with disabilities with vocational needs and related services.

RSDI Retirement Survivors Disability Insurance— This program provides income for qualified workers who retire or become

disabled and to their dependents or survivors. This is an earned benefit.

SAT Standardized Achievement Test -formerly the Scholastic Aptitude Test, this college entrance exam tests reasoning and

knowledge in subject matter.

SSI Supplemental Security Income – a needs-based program. SSI benefits provide a minimum income level for individuals who

have limited resources and little or no income, and who are blind, aged, or disabled.

SSDI Social Security Disability Insurance - provides monthly cash benefits to people with disabilities who have worked and paid in a

certain amount of Social Security/FICA tax. People who become disabled prior to age 22 may also be able to receive disability insurance benefits if they have a parent who dies, retires, or becomes disabled. This is often referred to as Retirement, Survivors,

Disability Insurance (RSDI). SSDI and RSDI have basically the same rules for people with disabilities who work.

TBI Waiver Traumatic Brain Injury Waiver – provides funding for home and community-based ser vices for children and adults who have

an acquired or traumatic brain injury.

TEFRA Tax Equity & Fiscal Responsibility Act - Program for people under the age of 18 with disabilities that allows them access to

medical assistance when parental income initially disqualifies them for Medical Assistance. There is a fee for this program based on

parental income.

Developed by Rice County CTIC

(Community Transition Interagency Committee)

CTIC's were organized to assist students with disabilities by helping to provide a smoother transition from high school to the adult world. CTIC's mission: "Helping transitional age young people with disabilities to develop lifelong self-advocacy and life skills for reaching their future successes within the community setting."

Based on a model created by the Dakota County CTIC

WHO IS ON MY TEAM?			
Team Member	Title	Phone Number	Notes

Transition is a combined effort; no one individual or agency is solely responsible to develop, implement and coordinate a youth's transition. This document is intended to serve only as a guide – all youth must be considered uniquely.

WHERE AM I NOW? WHAT DO I LIKE TO DO? WHAT ARE MY STRENGTHS?	WHAT IS IMPORTANT FOR ME TO LEARN AND TO DO? WHAT ARE MY GOALS?
Independent Living Skills: Home Living, Recreation and Leisure, and Community Participation	Independent Living Skills: Home Living, Recreation and Leisure, and Community Participation
Post-Secondary Education and Training	Post-Secondary Education and Training
Employment	Employment

Grade 9- Tracker Review Date: _____

	OPTIONS TO CONSIDER (CIRCLE ALL THAT ARE APPROPRIATE FOR YOU AND MARK ☑ WHEN COMPLETED)
<u>General</u>	Ensure appropriate assessments of transition needs have been completed. There are many assessments, each one designed to evaluate a specific area, such as IQ, aptitude, interests, adaptive behavior, psycho-social capabilities, etc. Consult with the school psychologist to determine what assessments are relevant for you/your son or daughter.
	Consider classroom accommodation(s) and/or assistive technology, if needed.
	Gather information on County Social Services (i.e., eligibility for case management services).
	☐ Identify your disability and learning style. Learn how to explain it so others will understand your
	needs.
	Develop your academic independence by learning how to use your accommodations, assistive technology, and learning strategies. LEARN HOW TO LEARN!
	Attend IEP meeting.
	Begin identification of long-range goals, taking into account your preferences and interests.
	Consider future transition-service needs comprising the three planning areas.
	Identify graduation date via credit-based standards or IEP/IIIP.
	Develop self-advocacy skills
	☐ Develop a graduation plan!
Post- Secondary Education and	Begin researching/identifying post-secondary training possibilities and vocational options (e.g., technical college, university, trade school, military, etc.).
<u>Training</u>	Determine course work to match career goals based on interests, needs, and abilities.
	See CTIC Resource Directory available at: http://www.nfld.k12.mn.us/studentserv/cticdirectory.pdf for options, talk with county case manager (or apply for county case management services)
	☐ Continue to strengthen your basic skills in reading, writing, and math.
<u>Employment</u>	☐ Research job/occupations for skills and training requirements.
	☐ Gather information on opportunities for career explorations (i.e., career fairs, career center visits, job

	OPTIONS TO CONSIDER
	(CIRCLE ALL THAT ARE APPROPRIATE FOR YOU AND MARK ☑ WHEN COMPLETED)
	shadowing, etc.) Identify pre-employment skills, needs and abilities. Establish a volunteer/job shadow opportunity/business tours. Talk to people in various professions to find out what they like and dislike about their jobs and what kind of education is needed for those jobs. Select course work to coordinate with employment and volunteer interests.
Independent Living Skills (Rec + Leisure)	 □ Pursue leisure options for group or individual activities. □ Explore referral to mentor/peer program (through County, church, school or community programs) □ Explore school district extracurricular activities. □ Explore structured recreation/leisure via YMCA, Project ABLE, Special Olympics, community education, park & recreation, etc. □ Explore a hobby
(Home Living)	 □ Review current support services at home, if applicable. □ Consider future living setting (e.g., on own, group home, etc.). □ Develop independent-living skills (e.g., self-care and life skills at home). □ If you have a waiver with social services, consult with county case manager and consider "in-home family support" and other waivered services. □ Find opportunities to volunteer.
(Community)	 □ Consider "Service Learning Options" through School District. □ Gain awareness and skills through community experiences (i.e., restaurants, movies, library, etc.). □ Determine appropriateness for drivers' education. If appropriate, get on a waiting list for drivers education and training. □ Explore available public transportation □ Obtain a reduced-fee MN Identification Card online, from the DMV, or your county case manager (Physician or county case manager's verification of your disability is required).

Grade 10- Tracker Review Date: _____

	OPTIONS TO CONSIDER (CIRCLE ALL THAT ARE APPROPRIATE FOR YOU AND MARK ☑ WHEN COMPLETED)
<u>General</u>	 □ Review long-range goals. □ Actively participate in your IEP planning process with your case manager and IEP team. □ Continue to develop self-advocacy skills. □ Review graduation date and plan!
Post-Secondary Education and Training	 □ Continue to research and identify post-secondary training possibilities (e.g., technical college, university, trade school, military, etc.) and their requirements. □ Add to your understanding and use of learning strategies to help you access the same course work as your peers. □ Discuss with the IEP team the need for a transition program that extends beyond grade 12 (STEP program in Faribault). □ Determine course work to meet requirements for post-secondary training that matches future goal attainment. □ Continue to strengthen your academic skills in reading, writing, and math. □ Consider taking ACT or SAT by spring of junior year. If you are planning on attending college consider taking a prep class for this.
Independent Living	Pursue leisure/recreation opportunities in the community and school. Explore referral to mentor/peer program.
(Recreation and Leisure)	 Explore school district extracurricular activities. Explore structured recreation/leisure via Project Able, Special Olympics, community education, park & recreation, etc. Explore a hobby.
(Home Living)	 □ Consider future living environments (e.g., on own, group home, etc.). □ Increase responsibilities at home to enhance independent-living skills. □ Review current support services at home (if applicable).

	OPTIONS TO CONSIDER
	(CIRCLE ALL THAT ARE APPROPRIATE FOR YOU AND MARK ☑ WHEN COMPLETED)
	☐ Determine school course work to learn home living skills.
	☐ Consider future needs for supported or independent living skills training.
	☐ If you have a waiver, consider "in-home family support" and other waivered services." Consult with county case manager.
(Community Participation)	 ☐ Incorporate money-management skills in community experiences ☐ Gain awareness and skills through community experiences (e.g., restaurants, movies, library, shopping, etc.). ☐ Consider completing application for Supplemental Social Security Income (SSI) depending on parents' income, otherwise wait until age 18. Discuss with county case manager. ☐ Continue volunteer opportunities/ service learning. ☐ Explore available public transportation options. ☐ Determine appropriateness for driver's education and/or formalized driving assessment. ☐ Obtain a reduced-fee Minnesota Identification Card online, from the DMV, or your county case manager. Doctor or county case manager's verification of your disability is required.
Employment	□ Gather information on opportunities for career exploration (i.e., career fairs, career center visits, job shadowing). □ Gather information on opportunities for vocational skill development (e.g., work experience program, vocational classes, etc.). □ Gather information on opportunities for community-based employment (e.g., competitive, summer youth employment program, work experience program, etc.). □ Select course work to coordinate with employment and volunteer interests. □ Participate in job seeking/keeping curriculum and experiences (Work Based Learning). □ Explore summer extended year program opportunities and funding options (school, county case manager or school case manager). □ Visit Minnesota WorkForce Center and find out what's available there for employment and career resources.

Grade 11- Tracker Review Date: _____

	OPTIONS TO CONSIDER
	(CIRCLE ALL THAT ARE APPROPRIATE FOR YOU AND MARK ☑ WHEN COMPLETED)
General	☐ Review long-range goals.
	☐ Acquire Transfer of Rights information. Determine appropriateness and need for guardianship
	☐ Actively participate in your IEP transition planning with case manager and IEP team
	☐ Improve your time management, study skills, assertiveness training, and stress managements skills
	☐ Continue to develop and use self-advocacy skills
	☐ Review graduation date and plan!
Post-Secondary	☐ Continue to research and identify post-secondary training possibilities (e.g., technical college, university, trade school,
Education and	military, etc.).
<u>Training</u>	☐ Become familiar with accommodations needed in a post-secondary education and training program. Include Assistive
	Technologies such as electronic devices and specialized computer software. Keep a list of the academic and personal accommodations as well as services you used in High School.
	□ Apply for disability accommodations services at the selected post-secondary education or training site.
	☐ Visit college/training campuses and especially service providers to verify the available services and how to access them
	☐ Speak with college/training representatives who visit your high school and at college fairs.
	☐ Determine if transition services will be extended beyond age 18 (via enrollment in a transition program)
	☐ Consider taking post secondary tests (Accuplacer, ACT or SAT) by spring of junior year. If you are planning on attending
	college consider taking a prep class for this.
	Learn how to increase self-advocacy. Not everyone will understand your disability or your needs unless you take the time
	to explain them
	to explain them
<u>Employment</u>	☐ Participate in job seeking/keeping curriculum/experiences.
<u> </u>	☐ Invite Rehabilitation Services counselor to IEP meeting.
	☐ Consider applying for Rehabilitation Services (RS).
	☐ Initiate/continue job shadowing experience(s).
	☐ Consider completion of a vocational assessment (if transition assessments and school data do not provide
	needed information for planning) to identify employment skills, abilities, and interests, and how the disability affects
	employment.
	☐ Visit Minnesota WorkForce Center and find out what's available there for employment and career resources.
	☐ Gather information on opportunities for community-based employment (i.e., competitive, summer youth
	employment program, work experience program, etc.)

	OPTIONS TO CONSIDER (CIRCLE ALL THAT ARE APPROPRIATE FOR YOU AND MARK ☑ WHEN COMPLETED)
Independent Living (Recreation & Leisure) (Home Living)	 □ Pursue leisure/recreation activities in the community and school. □ Explore referral to mentor/peer program. □ Explore school district extracurricular activities. □ Consider joining a league (e.g., softball, bowling, etc.). □ Explore new avenues to build social outlets. □ Consider future living environments (e.g., on own, group home, etc.). □ Review current support services at home (if applicable). □ Increase independent living skills (e.g., self-care and life skills at home). □ Determine school course work to meet home living needs. □ Consider future needs for supported or independent living-skills training. □ Consider completion of a vocational assessment (if transition assessments and school data do not provide needed information for planning) to identify employment skills, abilities, and interests, and how the disability affects employment. □ Visit Minnesota WorkForce Center and find out what's available there for employment and career resources. □ Gather information on opportunities for community-based employment (i.e., competitive, summer youth
(Community Participation)	employment program, work experience program, etc.) Pursue volunteer/service learning opportunities. Incorporate money-management skills into community experiences. Gain awareness and skills through community experiences (e.g., restaurants, movies, library, shopping, etc.). Consider completing an application for Supplemental Security Income. Experience using public transportation. Consider an assessment via Courage Center or Back in Action or Rehab Services to see if capable of driving. Identify best transportation resources. Determine appropriateness for driver's education and/or formalized driver's assessment. Identify assistive technology or adaptive equipment needed to access community. Obtain a Minnesota Identification Card.

OPTIONS TO CONSIDER (CIRCLE ALL THAT ARE APPROPRIATE FOR YOU AND MARK ☑ WHEN COMPLETED)

Grade 12- Tracker Review Date: _____

	OPTIONS TO CONSIDER
	(CIRCLE ALL THAT ARE APPROPRIATE FOR YOU AND MARK ☑ WHEN COMPLETED)
<u>General</u>	Review long-range goals.
	Acquire Transfer of Rights information. If appropriate, finalize court process for guardianship
	☐ Continue to develop your self-advocacy skills and study skills
	☐ If appropriate, complete application for Medical Assistance
	☐ Transfer to an adult County Case Worker
	☐ Finalize your transition portfolio
	☐ Continue to develop and use self-advocacy skills.
	☐ Review graduation date and plan!
Post-Secondary	☐ Determine if an updated psychological evaluation and adaptive functional/ behavioral scale needs to be
Education and	completed.
Training	Consider post-secondary direction (i.e., transition program, tech college, 2-4 year college, military, supported
	employment).
	☐ Meet with guidance counselor early in fall to discuss your post school plans
	Plan to visit college/training campuses early in the year
	☐ Apply for post-secondary education and training programs.
	☐ Investigate the availability of financial aid from Federal, state, local and private sources
	☐ Investigate the availability of scholarships provided by organizations such as corporations, labor unions,
	professional associations, religious organizations, and credit unions.
	\square Become familiar with accommodations needed in a post-secondary education and training program.
	☐ Take needed college/training program placements tests. Take again if necessary
	☐ Apply for disability accommodation services at the selected post-secondary education or training site.
	Role-play college/training program interviews with Work Based Learning teacher, family members, and teachers.
	☐ Take your transition portfolio with you on college/training program visits to share with disability service
	providers

	OPTIONS TO CONSIDER (CIRCLE ALL THAT ARE APPROPRIATE FOR YOU AND MARK ☑ WHEN COMPLETED)
	Ask for written recommendations from teachers, counselors, employees, coaches, etc.
	☐ Continue saving for college/training program you plan to attend
Independent	Pursue leisure/recreation activities in the community and school.
<u>Living</u>	☐ Explore referral to mentor/peer program.
(Recreation &	Explore school district extracurricular activities.
<u>Leisure)</u>	Explore structured recreation/leisure via YMCA, community education, park and recreation, Special Olympics,
	etc.
	Consider joining a league (e.g., softball, bowling, etc.).
	Explore new / build social outlets.
	☐ Have a plan for staying physically active
(Home Living)	Consider future living environments (e.g., on own, group home, etc.).
32	Review current support services at home (if applicable).
	☐ Increase independent-living skills (e.g., self-care and life skills at home).
	☐ Determine school course work to meet home living needs.
	☐ Consider future needs for supported or independent-living-skills training.
	☐ Explore development of "natural supports."
	Explore options available for your living setting following graduation with your county case worker to see what
	options are available

	OPTIONS TO CONSIDER (CIRCLE ALL THAT ARE APPROPRIATE FOR YOU AND MARK ☑ WHEN COMPLETED)
(Community	Determine appropriateness for guardianship.
Participation)	Register to vote
	Continue volunteer opportunities/service learning.
	Gain awareness and skills through community experiences (e.g., restaurants, movies, library, shopping, etc.).
	Select and use multiple modes of travel.
	Determine appropriateness for driver's education and formalized driver's assessment. Consider an assessment at
	Courage Center or Rehabilitation Services to determine if you are capable of driving
	☐ Identify assistive technology or adaptive equipment needed to access community.
	☐ Obtain a Minnesota Identification Card.
	Explore participation in Adult Community Education.
	Transfer from Child Medical Assistance (TEFRA, Waiver, MFIP) to adult Medical Assistance or MA-EPD.
	☐ Apply for SSI, MA, MSA. Begin with SSI as a basis for MA.
Employment	
Employment	Participate in job seeking/keeping curriculum/experiences.
	☐ Invite Rehabilitation Services counselor to IEP meeting.
	Consider applying for Rehabilitation Services (RS).
	Initiate/continue job shadowing experience(s).
	☐ Visit Minnesota WorkForce Center to use the resources and data bases there to explore employment and career
	opportunities.
	Consider completion of a vocational assessment (if transition assessments and school data do not provide
	needed information for planning) to identify employment skills, abilities and interests, and how the disability affects employment.
	Get information on opportunities for community-based employment (i.e., competitive, summer youth

OPTIONS TO CONSIDER
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employment program, work experience program, etc.).
Explore options for supported employment if appropriate.
☐ Tour supported employment programs, if appropriate
Fill out applications for jobs
Role-play job interviews with Work Based Learning teacher, family members, and teachers.
Obtain and maintain suitable employment to be kept after completion of formal education
☐ Develop a plan for continued employment support

Grade 12 + or Age 18-21 - Tracker Review Date: _____

	OPTIONS TO CONSIDER (CIRCLE ALL THAT ARE APPROPRIATE FOR YOU AND MARK ☑ WHEN COMPLETED)
<u>General</u>	☐ Review long-range goals.
	☐ Continue to develop and use self-advocacy skills.
	☐ Review graduation date and plan!
Post-Secondary	☐ Determine if an updated psychological evaluation and adaptive functional/ behavioral scale needs to be
Education and	completed for county.
Training	Consider post-secondary direction (i.e., transition program, tech college, 2-4 year college, military,
	supported employment).
	☐ Apply for post-secondary education and training programs.
	Become familiar with accommodations needed in a post-secondary education and training program.
	Apply for disability accommodation services at the selected post-secondary education or training site.
	Implement plan for post-secondary training/skill development.
	Practice self-advocacy.
Independent	☐ Explore structured recreation/leisure via YMCA, community education, park & recreation, Special Olympics,
<u>Living</u>	etc.
(Recreation &	Explore new avenues to build social outlets.
<u>Leisure</u>)	Consider joining a league (e.g., softball, bowling, etc.).
	Consider adult formalized social/recreational activities (e.g., Project Explore).
	Participate in preferred activities of interest for doing both alone and with others.
	☐ Have a plan for staying physically active.
(Home Living)	Review current support needs at home (if applicable).
	☐ Increase independent-living skills (e.g., self-care and life skills at home).
	☐ Determine school course work to meet home living needs.
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	OPTIONS TO CONSIDER (CIRCLE ALL THAT ARE APPROPRIATE FOR YOU AND MARK ☑ WHEN COMPLETED)
	 □ Determine needs for supported or independent-living-skills training. □ Identify informal supports. □ Explore development of "natural supports." □ Make decision regarding living setting following graduation. Consult with county case manager to see what options are available for support.
(Community Participation) Employment	Finalize court process for guardianship. Complete application for Medical Assistance. Transfer youth to an ongoing adult transition County Social Worker. Register for selective service (males). Register to vote. Match transportation to employment and living settings. Identify assistive technology or adaptive equipment needed to access community. Obtain a Minnesota Identification Card. Continue to develop and use self-advocacy skills. Explore participation in Adult Community Education. Participate in job seeking/keeping curriculum/experiences. Invite Rehabilitation Service counselor to IEP meeting and consider applying. Initiate or continue job-shadowing if appropriate. Visit Minnesota WorkForce Center and find out what's available there for employment and career resources. Consider completion of vocational assessment to identify employment skills, abilities, and interests, and how the disability affects employment (if transition assessment and school data do not provide the needed information for planning). Gather information on opportunities for community-based employment (e.g., competitive, summer, youth employment program, etc.) work experience program, etc.
	Explore options for supported employment if appropriate.

OPTIONS TO CONSIDER
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☐ Tour supported employment programs, if appropriate.
☐ Make final selection of supported employment program if appropriate.
☐ Obtain and maintain suitable employment to be kept after completion of formal education.
Develop a plan for continued employment supports.
☐ Monitor employment.

Notes/Questions/Documentation: