



Opportunities for Ohioans with Disabilities (OOD) is making available Pre-Employment Transition Services (Pre-ETS) to students with disabilities beginning at age 14. These services, which are described below, are introductory services and are intended to help students with disabilities get an early start in identifying career interests. Pre-Employment Transition Services are for students with disabilities who need these services and have been determined eligible for Vocational Rehabilitation (VR) services or are potentially eligible but have not applied for VR services.

Please visit <http://ood.ohio.gov/Transition-Students> for more information about available services and service areas.

<p><b>Job Exploration Counseling</b></p> <p><i>Discuss career options and learn about in-demand jobs</i></p>	<p>Students identify where they are in the career planning process, complete interest inventories and conduct Informational Interviews. They will register at OhioMeansJobs (OMJ) and create a “backpack,” differentiate between employment options, and gain knowledge of in-demand jobs. Students will also be able to communicate why employment matters, complete the Job Seekers Guide modules on <a href="http://www.ohioemploymentfirst.org">http://www.ohioemploymentfirst.org</a> and utilize other planning tools.</p>
<p><b>Work-based Learning</b></p> <p><i>Experience and gain knowledge about the workplace</i></p>	<p>Students will participate in work-site tours and job shadowing experiences at community businesses obtaining first-hand knowledge of work settings, including, but not limited to: duties; personnel; daily expectations on productivity/output; shifts; accommodations; compensation; and unwritten rules of work. In addition, students will learn to display appropriate work-site behaviors and begin applying the knowledge and tools they have learned. They will learn the importance of networking and begin to document resources identified within their networks.</p>
<p><b>Counseling on Opportunities for Enrollment in Post-secondary Education</b></p> <p><i>Explore training options available after graduation</i></p>	<p>Students will understand post-secondary opportunities, including college/university and other adult learning options. They will complete a self-evaluation to identify their potential needs for college readiness and obtain information about the college admissions processes, financial aid, disability-related services and other resources available. Students will learn about the Free Application for Federal Student Aid (FAFSA) process, scholarships, and develop financial literacy skills. In addition, students will be able to articulate the differences between secondary and post-secondary support improving understanding of how accommodations work on campus (i.e. interpreting services, service animals, etc.).</p>
<p><b>Workplace Readiness Training</b></p> <p><i>Improve social and independent living skills</i></p>	<p>Students will understand appropriate work behaviors and demonstrate the ability to meet employer expectations, including but not limited to: timeliness and hygiene. They will participate in mock interviews, complete applications and resume templates, and may attend job fairs. Students will demonstrate knowledge of the impact of personal social media profile and other communication (e.g. appropriate email address, voicemail message in addition, students will complete a pre- and post-evaluation to measure skill attainment.</p>
<p><b>Instruction in Self-advocacy</b></p> <p><i>Learn skills needed for greater independence</i></p>	<p>Students will have an increased awareness of their rights and responsibilities. They will learn leadership skills to support success in the workplace, explore and connect with leadership or peer mentoring groups in their communities to expand networks. In addition, students will complete a form identifying their own personal self-advocacy interests and activities needed to build independence and self-advocacy skills.</p>



### Who can participate?

One or more Pre-Employment Transition Services can be provided to **students with disabilities who have been determined eligible or are potentially eligible for VR services and who have an identified need for Pre-Employment Transition Services.** A student with a disability is an individual who is in a recognized education program, is at least 14 years of age but not yet 22 and is eligible for and receiving special education or related services under IDEA or is an individual with a disability for purposes of Section 504 of the Rehab Act.

### When and where do Pre-Employment Transition Services take place?

OOD works in collaboration with schools and other community partners to provide Pre-Employment Transition Services. These services may be provided **individually or in groups.** They may take place **during or after school hours or in the summer** depending on the activity, duration, availability of the student and coordination with partners.

### Which students need a “Request for Pre-Employment Transition Services” form completed?

School staff can **complete a “Request for Pre-Employment Transition Services”** for a student with a disability who is potentially eligible for VR services and has a need for Pre-Employment Transition Services. **The request form is not necessary for students who have been determined eligible for VR services and have an open case with OOD.**

### Why does the “Request for Pre-Employment Transition Services” need to be completed?

This form **documents the need for Pre-Employment Transition Services** for potentially eligible students and serves as a signed release of information for OOD to authorize for Pre-Employment Transition Services to an approved contractor. The request form **must be signed by the individual and if applicable, his/her parent or legal guardian and school staff.** **Completed forms are then be faxed to OOD at the number listed on the request form, along with documentation of the student’s disability** (e.g. ETR, IEP, 504, medical documentation). School staff may require additional signed releases based on individual district policy.

School staff **are to indicate which services are needed on the form.** Approved contractors will then contact students and if applicable, their parent or legal guardian to schedule available services. Please note that all services are not currently available in all areas of the state.

### When can a potentially eligible student open a VR case?

A potentially eligible student may apply for VR services at any time; however, formal application is not required to receive Pre-Employment Transition Services. **If a potentially eligible student requires more individualized VR services** (e.g. job development, job coaching, transportation for participation in services) they would need to apply for VR services, be found eligible, and work with an OOD Counselor (or VR Contractor) to develop an Individualized Plan for Employment (IPE).

### Where can I find the “Request for Pre-Employment Transition Services” form and additional information regarding the services?

For the form or more information, please visit <http://ood.ohio.gov/Transition-Students>