



Supporting Youth with Disabilities through Interagency Collaboration

Department on Disability Services & DC International PCS

Today's Agenda



➤ The “ABC’s” of DDS

- Overview of the DC Department on Disability Services
- Youth Transition / Pre-Employment Transition Services under WIOA
- Eligibility Requirements & Referral Process for DDS services

➤ Interagency Collaboration

- Recommendations / Best Practices from NTACT / WINTAC
- Examples of Cross-Agency Collaboration with LEAs
 - DC International PCS – Mr. Chris Nace, Transition Coordinator
 - Maya Angelou PCS – Ms. Deborah Squire, Transition Specialist

➤ Additional Resources

- Department of Employment Services (DOES-OYP)
- Department of Youth Rehabilitation Services (DYRS)
- Local & National Youth Transition Resources



Mission of DDS:



To provide innovative, high quality services that enable people with disabilities to lead meaningful and productive lives as vital members of their families, schools, workplaces, and communities in every neighborhood in the District of Columbia.

DDA

Developmental Disability Administration

- Responsible for the oversight and coordination of services / supports provided to qualified persons with **Intellectual Disability (ID/D)** in D.C.

RSA

Rehabilitation Services Administration

- Provides vocational and rehabilitative services to **individuals with disabilities** to help them prepare for, secure, or retain **employment**.

DDD

Disability Determination Division

- Determines eligibility for Social Security Income/SSDI and related benefits.



Youth Transition Services

DCMR defines “youth” as young adults ages 14-24



Youth Transition Services

(Available to all DDS/RSA clients)

**Counseling
and Guidance**

**Assessments
(psychological,
vocational, assistive
technology, etc.)**

**Job
Placement**

**Provision of
Assistive
Technology**

**Supported
Employment**

**Financial support
for postsecondary
education and / or
training***

**Development of
Individualized Plan
for Employment (IPE)**

**Benefits
Counseling**

Pre-Employment Transition Services (Pre-ETS) for STUDENTS ages 14-22



**Job
Exploration
Counseling**

**Work-Based
Learning
Experiences**

**Counseling on Post-
secondary
Education / Training**

**Workplace
Readiness
Training**

**Instruction in
Self-Advocacy**



Work-Based Learning Experiences

Type of Pre-ETS service available for students ages 16-22



- WDC Program@RTEC
- ProjectSEARCH Program@CAH
- CVS Externship Program
- General Explorations / High School Internship Program (HSIP)
- CEO Academy Program
- Career Preparatory Program (CPP)
- DC3C Alternate Spring Break Program
- Jumpstart (MBSYEP) Program

Benefits of Youth Transition Services



Decrease gaps in services between exiting secondary education and post-secondary employment;

Preparation and engagement of youth in post-secondary training programs; and

Focused plans for employment that result in earlier attainment of long-term employment goals.

Only **26%** of students with disabilities are employed after high school compared to almost **64%** of their peers without disabilities (DoL 2013). **Work experience** has been identified as the **most important predictor of post-school employment success for students with disabilities**, regardless of disability or intensity of special education services.



Eligibility Requirements:

RSA Youth Transition Services

- ✓ The person is a student enrolled in an educational program between the ages of 14 and 24.
- ✓ The person has a documented disability with an IEP or a 504 plan.
- ✓ The documented disability presents a substantial impediment to employment.
- ✓ The student will benefit from VR services in becoming gainfully employed.

Eligibility Requirements for DDA - **Developmental Disability Administration**

- ✓ The person is an adult (18+) and has an Intellectual or Developmental (ID/D) Disability, documented prior to age 18.
- ✓ IQ Score below 69.
- ✓ The person faces challenges in at least three adaptive functioning abilities, documented prior to age 18.


RSA Referral Process

1. Scan completed form (and supplemental documentation) to RSA.Transition@dc.gov -The LEA can provide school records: Copy of IEP, Psychological Evaluation, Transcript, etc.

**Note - Parental consent is required on referral form for all students under age 18.*

2. RSA will schedule an Intake Appointment at the school to interview / assess student.

3. If student is found eligible for services, VR counselor will develop an IPE.


 GOVERNMENT OF THE DISTRICT OF COLUMBIA
 DEPARTMENT ON DISABILITY SERVICES
 REHABILITATION SERVICES ADMINISTRATION

Greetings,

Thank you for your recent inquiry about receiving services from the Department on Disability Services, Rehabilitation Services Administration (DDSRSA). DDSRSA provides transition services for DC students with disabilities, ages 14-22. Enclosed is the RSA Referral Form for Vocational Rehabilitation Services, which will express your interest in pursuing vocational rehabilitation services. Please complete this application to the best of your ability. If you need assistance, please contact: Rebecca.Cunningham@dc.gov or [Tania Rios at 202-442-5675](tel:202-442-5675).


In addition to the Referral Form, DDSRSA will request copies of the following documents for all individuals who want to apply for services:

- **Psychological Evaluation** (Must be completed within last 3 years)
- **Proof of School Enrollment** (Official School Transcript, Report Card)
- **Government Issued Photo ID** (DC One Card, Driver's License, State ID card)
- **Social Security Card**
- **Supporting Documentation:** School Records (IEP/504 Plan), Medical Records, or Social History report that demonstrates the presence of a medically diagnosed disability


If you need assistance collecting any of the required school records or supporting documentation, please contact your Local Education Agency or Special Education Coordinator at your school. Completed Referral Form should be scanned/mailed to RSA.Transition@dc.gov. Do Not send any documents in the mail. Copies of original documentation can be brought to your initial intake interview at your school. Intake is scheduled upon receipt and review of Referral Form.

This agency is proud, ready, and willing to assist you in reaching your employment goals. Thank you for your interest in the Department on Disability Services.

Sincerely,


 Christopher Naze
 Program Manager
 Rehabilitation Services Administration

One Independence Square • 250 E Street, SW • Washington, DC 20004 • www.dds.dc.gov


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 DEPARTMENT ON DISABILITY SERVICES
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REFERRAL FORM**

DDS OFFICE USE ONLY

1st Appointment: _____ Closed State: _____
 2nd Appointment: _____ Date: _____
 3rd Appointment: _____ BC: _____

Date: _____

Last Name: _____ First Name: _____ MI: _____

Street Address: _____
 City, State: _____ Zip Code: _____ Ward: _____
 Telephone Number: () _____ Secondary No. () _____
 Email Address: _____

Social Security Number: _____ Gender: ☐ Male ☐ Female
 Date of Birth: _____ Day _____ Year _____ Current Age: _____

Are you currently working? ☐ Yes ☐ No
 What is your disability? _____

Do you require special accommodations for appointments? ☐ Yes ☐ No
 If yes, what? _____


Are you currently receiving any of the following benefits? Please check all that apply:
☐ SSI/SSDI ☐ Unemployment ☐ Income Disability Assistance (IDA)
☐ Food stamps ☐ Service benefits ☐ Child support
☐ Other _____

Referral Source: _____
 Referral Address: _____
 Referral Name & Telephone Number: _____ () _____
 If English is not your language of preference, is it: ☐ Spanish ☐ ASL ☐ Other _____

** This form is for administrative purposes only. An additional worksheet is required, but is included in the packet upon eligibility. It is to be filled out by the applicant, and is a required document for the referral process. It should be included in the packet upon eligibility.

Parent/Guardian Signature: _____ Date: _____

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 REHABILITATION SERVICES ADMINISTRATION

WAIVER OF CONFIDENTIALITY

Last Name: _____ First Name: _____ MI: _____
 SSN: _____

The above named individual has been referred to the DC Department on Disability Services' Vocational Rehabilitation Program. I understand that in order to determine eligibility and services necessary to achieve a vocational goal, a comprehensive evaluation may be required. My signature authorizes the DC Department on Disability Services to conduct such an evaluation including medical, mental health, psychological, and/or vocational assessments.


Authorization is also granted to the DC Department on Disability Services, Developmental Disability Administration (DDA) and Rehabilitation Services Administration (RSA), to develop and share information regarding the above named individual in order to determine eligibility for services, and in order for the two administrations to effectively coordinate any on-going services which the individual may receive.

I understand that granting this consent and waiver of confidentiality for the above stated purpose(s) is voluntary on my part and may be revoked at any time.

Client's Signature: _____ Date: _____

Parent/Guardian's Signature: _____ Date: _____

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CHECKLIST FOR REFERRAL SOURCE TO COMPLETE

Additional Student Information

Is the student in Foster Care: Yes _____ No _____

Is the student Court Sponsored: Yes _____ No _____

If answer is Yes to either question, please provide specific program information below:

Program Name: _____
 Contact person: _____
 Title: _____
 Address: _____
 Phone Number: _____
 Email Address: _____

The required documentation to determine eligibility for DDS/RSA services is listed below. Please indicate if any of the following are included with the Referral Form.

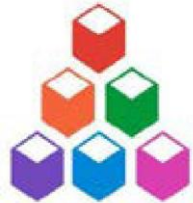
YES	NO	NA	Type of Information	Examples
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Current and relevant reports describing disability, functional capacity, independent living skills and current support needs	Medical and/or health screening, Licensed Specialist's disability assessment.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Transition planning and student services report	Psychological/Psychiatric assessment, Current IEP or 504 Plan, Records of Transition Planning Meeting.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Current development	Vocational assessment reports, Work experience, evaluation, history of prior work experience, Work study, previous reports, Resume.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Academic Achievement	Educational Evaluations, Current transcript, Report Card, Academic achievement testing, Reports of college study skills, readiness.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Attendance History	Attendance Report

Special Notes: _____

Completed referrals should be scanned/mailed to RSA.Transition@dc.gov. Thank you.

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InterAgency Agreements



NTACT

National Technical Assistance Center on Transition



Interagency Agreement Toolkit:

<https://www.transitionta.org/interagencytoolkit>

This toolkit was developed jointly by **WINTAC** and **NTACT** (July 2017) to **provide guidance** on the development of the **formal interagency agreement between the vocational rehabilitation (RSA) and education agencies**, as part of the implementation of the **Workforce Innovation and Opportunities Act (WIOA)**.



InterAgency Agreements

Both the Individuals with Disabilities Education Act (IDEA) and the Rehabilitation Act, as amended by WIOA, require State Educational Agencies (OSSE) and VR agencies (DDS/RSA) to plan and coordinate transition services, as well as pre-employment transition services (Pre-ETS) for students with disabilities through a formal interagency agreement.

Purpose:

Clearly specify the plans, policies and procedures for coordinating services to facilitate the transition of students to post-secondary life:

- Pre-ETS
- Technical Assistance / Consultation / Professional Development / Training
- Transition Planning
- Roles & Responsibilities including financial responsibilities to ensure FAPE
- Outreach / Identification of students with disabilities in need of transition services
- Coordination to satisfy the documentation requirements set forth in section 511 of Rehabilitation Act (SwD seeking sub-minimum wage employment) and assurance that neither SEA nor LEA will enter into an agreement for the purpose of operating a program under which SwD are engaged in work at subminimum wage
- Procedures for resolving interagency disputes under the agreement

Activity #1: Handout Discussion Prompts

https://www.transitionta.org/system/files/toolkitinteragency/3.DiscussionPrompts-Interagency%20Agreement.LocalLevel.FINAL_.pdf?file=1&type=node&id=1304

Review the Memorandum of Agreement (MOA) template between DDS/RSA and LEAs (DC Public Charter Schools). Use this as a discussion guide for the activity “Discussion Prompts for Implementation of an Interagency Agreement – Local Level”

Discussion Prompt	Local Education Agency (LEA)	Vocational Rehabilitation (RSA)
Purpose		
Technical Assistance		
Transition Planning		

Interagency Collaboration Spotlight:

Department on Employment Services – DOES

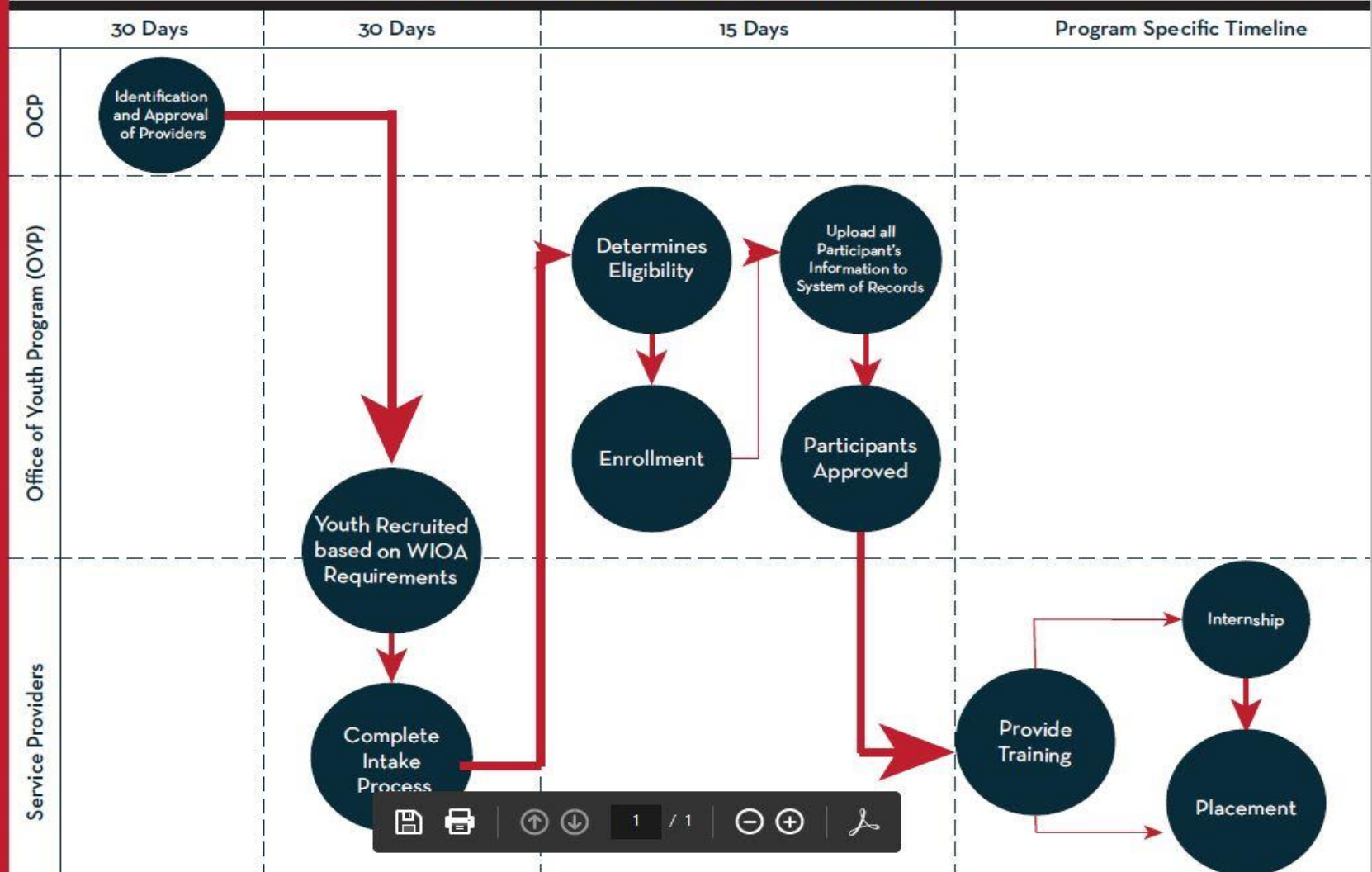
4058 Minnesota Avenue NE, Suite 200, WDC 20019

- The Office of Youth Programs (OYP) develops and administers **workforce development programs** for District **youth ages 14-24**. OYP provides **occupational skills training, work experience, academic enrichment and life skills training** to facilitate the development of work habits and skills that are essential for success in the workplace.
- Contact: call 202-698-3492 or Email YouthJobs@dc.gov
- Open House: M,W,F 10am

OYP Programming

- [Marion Barry Youth Leadership Institute \(MBYLI\)](#)
- YEALP Program
- [Pathways Program](#)
- WEX Program
- [Mayor Marion Barry Summer Youth Employment Program](#)
- [High School Internship Program \(HSIP\)](#)
- [Apprenticeship DC](#)

YOUTH SERVICES ROADMAP



Interagency Collaboration Spotlight:

Department of Rehabilitation Services - DYRS

450 H Street NW, Washington, DC 20001

The **DYRS Education Office** provides support around these education-related matters:

- Suspensions, expulsions and other disciplinary issues
- Drop-out prevention
- School enrollment
- General Education Development/(GED) referrals
- Individualized Education Program (IEP) interpretations
- College enrollment
- Referral for college support

DYRS Office of Workforce Development (DYRS-OWD)

DYRS-OWD focuses on **pathways for employment opportunities** for youth by building their knowledge, strengthening their skills and expanding their experience. Workforce development provides **hard and soft skills training, financial literacy and tools for educational advancement** with a specific focus on skillset development for in-demand fields that offer a livable wage.

- [Professional Certifications](#)
- [Maya Angelou YALC at New Beginnings YDC](#)

Contact: Call 202-251-5847 or email DYRS@dc.gov

DC International PCS

DC International School inspires inquiring, engaged, knowledgeable and caring secondary students who are multilingual, culturally competent, and committed to proactively creating a socially just and sustainable world.



Collaborations: As a school, we collaborate with a number of agencies and organizations to support our students. The agencies include, RSA/DDA, DBH, OSSE, DOH, DCPS, and PCSB. Outside organizations DCI collaborates with are CityBridge, Ed Forward DC, Building Hope, New Schools Venture Fund, SchoolTalk DC, The Mecca Group, and the DC Special Education Co-Op.

Youth Transition Resources:



RSA Youth In Transition Toolkit:

- <http://www.dctransition.org/rsa/index.cfm>

OSSE's Secondary Transition Website:

- http://dc-transition_guide.frameweld.com/

NTACT PSE&T Preparation Toolkit:

- https://www.transitionta.org/system/files/toolkitschool/PSETP_Toolkit_FINAL_Full_2018.pdf?file=1&type=node&id=1387%20

List of RSA Counselors in the schools:

- <https://dds.dc.gov/node/741712>



Question Time!



Connect with DDS!



RSA Youth Transition Contact:

Email: RSA.Transition@dc.gov Phone: 202-442-8645



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