

PARENT/STUDENT TRANSITION SCHOOL-TO-WORK CHECKLIST



INITIAL INFORMATION:

High School Special Education Teacher Name:	
Phone #:	
DDA Case Manager Name:	
Phone #:	
DVR Counselor/Liaison Name:	
Phone #:	

DATE COMPLETED	ACTION	CONTACT PERSON/AGENCY
<input type="checkbox"/>	Obtain Social Security Number	Social Security Administration 880 NE Rose St. #1-866-366-7814
<input type="checkbox"/>	Obtain Washington Identification Card (before age 18)	Department of Licensing 145 Jade St. #527-4358
<input type="checkbox"/>	Obtain Reduced Fare Bus Pass	WW Valley Transit or Transit Center 1401 W. Rose St. #525-9140
<input type="checkbox"/>	Register for Selective Service (male students)	Post Office, 128 2 nd St. #522-3824 Or online: www.sss.gov/Fsregist.htm
<input type="checkbox"/>	Register to Vote	School, Library, DDA/DVR Office
<input type="checkbox"/>	Apply for entitlement programs:	Social Security Administration 880 NE Rose St. #1-866-366-7814
<input type="checkbox"/>	a. Supplemental Security Income (SSI)	(see above SS Office) Need help w/application? Contact Carla Nibler, #520-2249
<input type="checkbox"/>	b. SSI-related Apple Health, offers both CN & MN health coverage	Social Security Administration 880 NE Rose St. #1-866-366-7814
<input type="checkbox"/>	Attend Parent/Caregiver Training Meetings on transition and other topics	Parent to Parent Coordinators: Angie Witt, 509-540-9880 Ysabel Fuentes, 509-301-0679 (Spanish)
<input type="checkbox"/>	Vocational Assessments Functional Vocation Evaluation (Informal/Formal)	Teacher
<input type="checkbox"/>	Verify your Transition Plan and set Employment Goals	Teacher
<input type="checkbox"/>	Apply for Determination of DDA Eligibility (if not already determined)	Developmental Disabilities Administration 1371 W. Pine St. #509-394-1069
<input type="checkbox"/>	Complete application to DVR (Division of Vocational Rehabilitation) and develop a plan to obtain employment	Teacher or DVR Office, 1530 Stevens St. #527-1815

<input type="checkbox"/>	Develop long term plan for financial support and self advocacy record-keeping firm.	Informing Families; Building Trust, Developmental Disabilities Endowment Fund, Able Account (when ready), Private Attorney, Parent to Parent
<input type="checkbox"/>	Apply for Guardianship/Payee (if appropriate)	OMNI Guardianship Services, Inc. 111 Preston Avenue, PO Box 800 Waitsburg, WA 99361, #509-337-3025, or Consult with Private Attorney
<input type="checkbox"/>	Obtain information regarding Housing options	DDA - #509-394-1070 WW County Housing Authority, #527-4542 Valley Residential Services, #522-0400 Blue Mountain Action Council, #529-4980
<input type="checkbox"/>	Obtain information and interview potential Job Placement Agencies (must be DDA eligible)	DDA - #509-394-1070 WW County DD Program Coordinator – #509-524-2939 DVR Office, 1530 Stevens St. #527-1815 Plan for Work (benefits planning) 1-800-452-1694 ext.227
<input type="checkbox"/>	Final review and update of Transition Plan – IEP , 3-6 months prior to graduation	Teacher, DDA - #509-394-1070 DVR Office, 1530 Stevens St. #527-1815 Parent, Student
<input type="checkbox"/>	Vocational resume/portfolio , include employment, work experience history	Teacher, Parent, Student, Worksource, #527-4393

Recreation Opportunities

<input type="checkbox"/>	Whitman College or Walla Walla University Buddy Programs	WWVDN, email: admin@wwvvn.org Website: www.wwvvn.org
<input type="checkbox"/>	Adult Bowling, Basketball, Unified Softball Team	WWVDN, email: admin@wwvvn.org Website: www.wwvvn.org
<input type="checkbox"/>	Sensory Movies – Hallett Grand Cinemas	See website for monthly listings. http://wallawalla.hallettcinemas.com
<input type="checkbox"/>	Instep Dance Studio – DD Ballet	Rhonda Copeland, #509-525-2920
<input type="checkbox"/>	YMCA	YMCA, Walla Walla, #509-525-8863
<input type="checkbox"/>	Walla Walla City Parks and Recreation	Seasonal classes, email: recreation@wallawalla.gov Veteran’s Memorial Pool, #509-524-4554
<input type="checkbox"/>	Special Olympics (Track & Field, Bowling, Skiing)	Walla Walla Director: Tracy Gaines #509-386-4016

Educational Opportunities

<input type="checkbox"/>	Walla Walla Community College	Disability Support Services, #509-527-4543
--------------------------	--------------------------------------	--

This is only a sample of items to complete as you move toward your goal of getting a job and finding activities to enjoy!