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CAREERS Vocational Training & Job Placement Services

CAREERS Support Solutions (formerly CAREERS for People with Disabilities), is a not-for-profit organization that finds productive employment for individuals with learning, intellectual, developmental, psychiatric and/or physical disabilities. CAREERS provides extensive on-the-job training and ongoing support services; educates employers and the community about the benefits of hiring workers with disabilities; and forms effective partnerships with employees, employers and families. Our fundamental goal is to assist our clients in achieving the satisfaction of sustained, gainful employment within their communities (Westchester, Putnam and lower Dutchess Counties, New York).

Office catchment areas: Our Valhalla office serves mid to lower Westchester residents and our Carmel office serves residents of upper Westchester, Putnam and lower Dutchess Counties.

We have several programs geared towards providing prevocational skills, job placement and ongoing support to individuals with disabilities, as well as low-income, unemployed SNAP recipients. We also place and train individuals at internships throughout the communities we serve.

Programs and Services:

- **Supported Work Program** – The cornerstone for all our services. Our Employment Specialists utilize a unique one-on-one focus to generate creative job placement solutions for people with disabilities. We help people find jobs, then provide the training and ongoing support needed to maintain them.

- **ACCES-VR Funded Services:**
ACCES-VR = Adult Career and Continuing Education Services-Vocational Rehabilitation
 - **Performance-Based Placements**
 - **Supported Employment (Intensive and Extended Services)**
 - **Direct Placement (no on site coaching or support needed – placement only)**
 - **Soft Skills Training Program** – Designed at the request of ACCES-VR, this classroom-style program teaches “interpersonal skills” needed to successfully interact with others. Soft skills enhance an individual's relationships, job performance and career prospects.

- **Workforce Readiness & Financial Education Job Club** – Endorsed by New York State Adult Career and Continuing Education Services-Vocational Rehabilitation (ACCES-VR), this classroom-style program helps individuals learn the skills needed to obtain employment and create a successful working partnership with their employers and co-workers, as well as develop financial proficiency.
- **OPWDD Funded Services & Programs:**
OPWDD = Office for People with Developmental Disabilities
 - **Day Habilitation without Walls – CAREERS Ambition in Motion (AIM) Program**
 - **Community Prevoc**
 - **Pathway to Employment**
 - **Employment Training Program (ETP)**
 - **Intensive Services**
 - **Extended Services**
- **High School Transition Program** – By working collaboratively with 55 local high schools, we educate and connect high school juniors and seniors with disabilities to workforce readiness skills and jobs to help them experience successful school-to-work transitions.
- **Site-Based Internship Program (Based on Project Search)** – CAREERS contracts with area school districts to teach life skills to students while setting up internships, and eventually paying jobs, at local employers. Our staff coach students at their internships, providing job training, advice and support to help the students reach their full potential. Our Employment Specialists work closely with employers and teachers to assure that each student gets the full benefit of their internship and that the employer is satisfied that the student can adequately perform their responsibilities.
- **Internships** – Unpaid work experiences for high school students as well as adults with disabilities at various community worksites to develop work skills specific to each individual's interests and abilities.
- **Ticket to Work** – is an employment support program, sponsored by the Social Security Administration, for individuals with disabilities who want to work and earn enough to become self-supporting. CAREERS is a qualified Employment Network (EN), and an individual can choose CAREERS to provide the essential services and supports needed for them to find, obtain and maintain a job.

Supported Work Program – CAREERS Employment Specialists utilize a unique one-on-one approach to generate creative job placement solutions for people with disabilities. We help people find jobs, then provide the training and ongoing support needed to keep them.

Since CAREERS began in 1987, we have helped over 2600 individuals find and maintain jobs that match their skills and interests. Our most recent accounting indicates 638 individuals were still

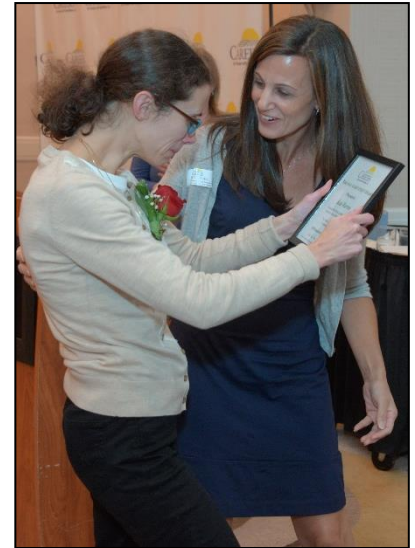
working in the jobs that we placed them in years ago, many of whom have graduated from our supported work program. At our Annual Anniversary Celebration last fall, over 200 people celebrated job anniversaries ranging from one to 35 years!

CAREERS is unique among agencies because we focus on the “whole person” and advocate for clients who are isolated from the community due to socialization difficulties or lack of social opportunities. If a client needs additional assistance, we make referrals to agencies that offer the specific help they need. We collaborate with many local agencies to assure that all people with disabilities who need job training, placement and on-the-job support can receive our services, as well as the ancillary services they need to be successful.

One example of the success of our Supported Work Program is Kate, who was a student at Horace Greeley High School when she was referred to CAREERS in 2001, to assess her interests and abilities to help her prepare for a job. Kate attended the New York Institute of Technology (NYIT) for three years, participating in a special vocational independence program and majoring in childcare. After graduating in 2005, CAREERS was contacted by Kate again to provide transition services, reassess her skills and help her prepare a resume.

With her interest in childcare in mind, CAREERS arranged a one-month internship with the Boys and Girls Clubs of Northern Westchester. Her position was to oversee the girls’ locker room -- keep it clean, help maintain its safety for children and effectively communicate issues when they arose. CAREERS staff provided Kate with job coaching and on-the-job training and role-played with Kate to help her practice how to express herself appropriately.

With guidance from CAREERS, Kate did so well that she was offered a permanent, part-time position. After a few years, when Kate found she could take on new responsibilities, the Boys and Girls Club created a position for her in the recreation room, because they valued her dedication and work ethic and wanted to encourage her growth as part of their team. Kate celebrated her tenth anniversary at the Boys and Girls Club at CAREERS Anniversary Celebration in October.



Kate’s Employment Specialist Serena Shea presents Kate with a Personal Achievement Award at CAREERS Annual Anniversary Celebration.



ACCES-VR funded services:

Note: The client must be eligible for services under ACCES-VR to receive any of the following services which **CAREERS is authorized and contracted to provide:**

Work Readiness Services:

620X – Work Readiness 1 – **Soft Skills Training Program**

Soft Skills are defined as personal attributes that describe an individual's ability to interact with others; also known as "people skills". Soft skills enhance an individual's relationships, job performance and career prospects, as opposed to hard skills, which will help secure an interview. Soft skills will assist an individual to get and keep a job. Within our Soft Skills Training Curriculum, participants discuss and learn communication skills, time management, decision making techniques, positive thinking, budgeting, problem solving, how to work well under pressure and assertiveness training. They also gain self-esteem and self-confidence and learn how to be a team player. Also included are topics of a more personal nature, including getting along with others, hygiene, personal appearance and stress management.

Entry Services:

No code – Entry Services Level I – Orientation (Services to Groups)

118X – Entry Services Level II – Assistance with Application Process and Gathering Medicals

Assessment Services:

120X – Careers Exploration Assessment

121X – Post-Secondary Counseling for Students

122X – Job Exploration Counseling for Students

110X – Diagnostic Vocational Evaluation (DVE) / Community Based Situational Assessment (CBA)

112X – Community Based Workplace Assessment (CBWA)

Job Preparation Services:

175X – Benefits Advisement

123X – Self-Advocacy for Employment

124X – Self-Advocacy for Students

125X – Work Readiness 1 – Soft Skills Training

126X – Work Readiness 1 – Soft Skills Training – Deaf Services

127X – Work Readiness 1 – Soft Skills Training- Students

625X – Work Readiness 2 – Skill Development

630X – Work Readiness 3 – Skill Development and Work Experience

Job Placement Services:

559X – Work Experience Development

557X – Work-Based Learning Experience Development for Students

958X – Community Work Experience

963X – Work-Based Learning Experience for Students

959X – Coaching Supports for Employment

563X – Coaching Supports for Employment – Deaf Services

964X – Work-Based Training

510X – Employment Customization

921X – Direct Placement Intake

929X – Job Seeking and Development

935X – Job Seeking and Development – Deaf Services

931X – Job Placement

936X – Job Placement – Deaf Services

- 932X – Job Retention
- 937X – Job Retention – Deaf Services
- 933X – Quality wage Incentive for Provider

Adjunct Services:

- 790X – Coaching Supports – Not Job Placement Related
- 792X – Communication Coaching Supports
- M – Mobility Training
- V – Transportation 1 – Facility Coordinated

Supported Employment Intensive Services:

- 571X – Supported Employment Intake
- 572X – Supported Employment Pre-Employment Assessment / Job Development
- 573X – Supported Employment Job Placement Day 5
- 574X – Supported Employment Job Placement Day 45
- 575X – Supported Employment Job Retention
- 576X – Supported Employment Job Retention – Hours Per Week

ACCES-VR Funded Extended Services – For clients that have successfully been placed, trained and stabilized and are not eligible for either OMRDD or Office of Mental Health (OMH) Extended funding.

- 582X – Extended Supported Employment for Youth
- 578X – Extended Supported Employment

Direct Placement – No coaching needed. Job placement only.

Workforce Readiness & Financial Education Job Club – Endorsed by New York State Adult Career and Continuing Education Services-Vocational Rehabilitation (ACCES-VR), this classroom style program helps clients learn the skills needed to obtain employment and create a successful working partnership with their employers and co-workers, as well as develop financial proficiency. Classes are specifically designed to provide the basic skills necessary to successfully interview for, obtain and maintain employment, as well as the financial skills to become self-sufficient. Our Employment Specialists work with each individual to develop job leads, set up and attend interviews. As each client secures a job, they continue to work with their Employment Specialist on the job as needed, receiving one-on-one training and long-term support to insure success.

Our Workforce Readiness program is designed to fill a void in the system for individuals with disabilities, who often lack education and basic communication and job skills. They are often unaware of resources and job opportunities available to them, require additional on-the-job training to master job skills and/or require support in areas including technology, transportation and communication. Most encounter reluctance by employers to consider people with disabilities when hiring. In many cases, our training, advocacy and ongoing follow up support make the life-changing difference for an individual who was not sure what the next step should be.

An example of the effectiveness of this program is Shannon (pictured right). When Shannon came to CAREERS to participate in



our Work Readiness Program, she needed every skill our Employment Specialists could offer. From interview proficiency to appropriate dress and behavior in the workplace, Shannon's lack of real world experience, and the social deficits that accompany her diagnosis, led to frustration and concern for her ability to successfully get, and keep, a job. After participating in our weekly Job Club and working with our staff on job readiness skills, including mock interviews, Shannon was able to get a job at Barnes and Noble.

When first hired, her Employment Specialist spent two weeks working her entire shift with Shannon daily to assure that she learned the skills needed to succeed. Barnes and Noble management often called her Job Coach to assist when Shannon's responsibilities were adjusted.

In the past six years Shannon has made remarkable strides. "She was hired to shelve books, but has gone well past these responsibilities, including doing inventory, assisting customers and using computers to find books," explains Shannon's Employment Specialist. Shannon was named Employee of the Month this year at Barnes and Noble, where her supervisors and co-workers value her dedication and appreciate how hard she has worked to be a part of the team.

CAREERS Workforce Readiness, Placement and Training program offers our clients the unique opportunity to learn the skills that they need for the job for which they are best suited. We also provide real world skills that any of our clients can benefit from, including assistance with public transportation, computer skills and time management. The Financial Education segment of our program includes information on banking procedures, the importance of budgeting, saving and good credit scores. We often incorporate guest speakers from local banks and other businesses to discuss financial issues, as well as to assist with mock interviews and provide insights on hiring practices.

OPWDD Services:

Note: The client must be eligible for services under OPWDD to receive any of the following services:

Employment Services

All individuals with disabilities who want to work should be supported to achieve their goals. Through employment, people can earn wages, increase their independence, gain self-confidence and develop relationships in their community. Individuals with developmental disabilities work in all types of community businesses including, but not limited to: banking, education, technology, health care, hospitality, food service, retail, not-for-profit organizations and government.

OPWDD offers funding for employment programs to assist individuals with varying support needs. All employment services include staff (Employment Specialists) to assist individuals with the goal of integrated community employment. CAREERS' Employment Specialists:

- Use person centered planning to help identify strengths, skills and interests
- Develop employment opportunities to match the right person with the right job
- Provide guidance in creating a resume and preparing for job interviews
- Help coordinate transportation needs
- Accompany applicants on job interviews, as needed
- Help with learning the job duties and the work environment
- Provide ongoing assistance through periodic worksite visits
- Re-train when job responsibilities change
- Assist with social interactions on the job
- Assist employed individuals increase their hours and/or secure a new job, as needed

Employment Training Program (ETP)

ETP offers individuals an opportunity to work in an internship that will lead to permanent employment in a community business. During the internship, wages will be paid by OPWDD directly to the client while they learn the skills needed for the job. ETP participants may also attend job readiness classes that present topics such as conflict resolution and how to dress for work. ETP services include increased job development and job coaching as well as assistance with other employability skills.

Community Prevoc

Prevocational services provide the opportunity for individuals to participate in general training activities to build on their strengths and overcome barriers to employment. These services assist individuals who want to work, but who need extra help to develop the skills needed to be successful in the workplace. The main focus is participation in unpaid work experiences with 100% job coaching.

Pathway to Employment

Pathway to Employment is a person-centered employment planning and support service that provides assistance for individuals to participate in career exploration.

Pathway to Employment service is available to individuals expressing an interest in determining if they are work-ready. These are typically individuals who receive Day Habilitation, Pre-Vocational and Supported Employment services, as well as students leaving high school.

This service offers a personalized planning process that helps individuals identify a career or vocational direction. *Pathway to Employment* also provides instruction and training in job readiness skills. Within 12 months the outcome of this service is documentation of the participant's stated career objective; a detailed career plan used to guide individual employment supports; and preparation for supported employment services.

To be eligible for Pathway to Employment, an individual needs to be enrolled in the Home and Community Based Waiver (HCBS).

Supported Employment (SEMP):

SEMP provides the extra supports individuals with disabilities need to obtain and maintain paid competitive jobs in the community. Individuals with developmental disabilities will typically transition to SEMP after they have received supported employment services funded by ACCES-VR and require limited job coaching to successfully maintain their employment. Individuals also come to supported employment from programs that offer intensive training such as ETP. SEMP services may include intensive services such as job readiness skills and job placement and extended services which often includes long-term follow-along services. Supported Employment provides job coaching and increased assistance finding and maintaining a job, including long-term coaching supports.

Day Hab without Walls – CAREERS' Ambition in Motion (AIM) Program

AIM is a day habilitation without walls program that fills a void in the community for individuals not yet ready to participate in a supported work program. Tailored to their needs, interests and potential, the program provides diverse opportunities to interact and contribute to the local community, while learning independent living and employment skills. AIM participants do everything from shopping to landscaping to office tasks – providing volunteer support to the community while learning valuable life and work skills. This unique program teaches skills and provides interaction within the community. Our AIM Program uses a person-centered approach. There are transportation options available (if needed), depending on where participants live, with pick-up and drop-off at home or a convenient location. Services are provided free to participants and funding is provided by OPWDD.

Every day is an adventure with a series of different activities, including:

- Learning office skills, such as mailings and document management
- Volunteering at the library, animal shelter and recreation center
- Bowling, basketball and other physical activities
- Life skills training, including shopping and meal preparation
- Community projects, including recycling and landscaping
- Developing skills that may lead to an internship and/or employment
- Gaining independence, confidence and self-esteem from being an active participant in the community

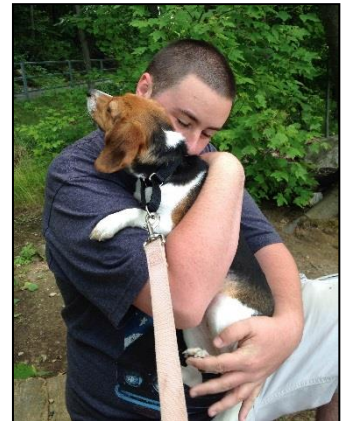
The AIM program runs Monday thru Friday between 8:00 am and 2:30 pm (except holidays). This progressive day hab program is tailored to meet each participant's needs and interests. Attendance can be anywhere from one to five days per week – depending on each participants wants/needs. Each AIM group consists of three to five participants and a Community Instructor and each group plans its own activities on a weekly and daily basis.

AIM can help bridge the gap from school to life as an adult in the community, while cultivating the social skills necessary to succeed in everyday activities. Our professional staff considers each participants interests and skills to find activities which will assist in progress toward independence. We utilize community resources to maximize choices and skill development.

Our AIM program participants in Putnam volunteer at local businesses to practice workplace skills. We started a recycling program and collect recyclables from area businesses and bring them to the Kent Recycling Center. We tend a garden plot at the Putnam County Community Garden located across from Tilly Foster Farm in Brewster.

Participants volunteer regularly at many places throughout the community, including the Putnam Humane Society. They also volunteer weekly at the Mahopac Library, where they help with filing, stamping and other projects. Their assistance is valued by the library's Director of Volunteers, who was awarded our Outstanding Program Support Award at our recent Anniversary Celebration for her consistent interest in finding tasks that are helpful and interesting to the program participants.

Life skills are not overlooked. Shopping, meal planning, laundry and clean-up are all tasks that AIM participants become more familiar with and learn to navigate. The social and emotional benefits of having friends to learn with in a safe environment are invaluable.



Artie enjoys the time he and the other AIM participants volunteer at the Putnam Humane Society.



AIM participants experience many new activities, from taking classes at the Microsoft Store to rooting for the Hudson Valley Renegades and the Iona Gaels. They also learn work skills by volunteering at the Mahopac Library and Kent Recycling Center, and life skills such as shopping, making lunch and doing laundry.



High School Transition Program – By reaching out to local high schools throughout Westchester and Putnam Counties, we hope to educate and connect high school juniors and seniors with disabilities to workforce readiness skills and jobs to help them experience successful school-to-work transitions. This at-risk population often lacks support to find jobs after graduation, which leads to a high unemployment rate for young adults.

Since 1997, CAREERS' School-to-Work Transition Program has helped students with disabilities make the difficult move from the security of the classroom to the uncertainty of the workplace. We target juniors and seniors who have learning, developmental, physical and/or psychiatric disabilities.

Our staff conducts complete needs and skills assessments for each student to determine their ideal job. We teach interviewing skills and address any social or learning issues. Our Workforce Readiness classes use techniques such as role-playing and mock interviews, while training students for the specific job in which they are placed.

After successfully completing community internships and graduating from high school, a student may be referred to our main Supported Employment Program. Our professional staff help them write effective résumés; conduct individualized job searches and accompany students on interviews. After each student is hired, we provide on-the-job training, coaching and follow-along support for as long as necessary.

An example of the effectiveness of our program is Amy M. a Carmel High School student who participated in our School-to-Work Transition program. After analyzing Amy's skills, interests and abilities, our staff placed Amy in several internships to see which type of work she would be most successful in.

When Amy was placed at Over the Rainbow Learning Center in Brewster, everything fell into place. After the internship ended in the spring of 2012, Amy was offered a paid summer job as a part-time teacher's assistant. After graduation, she was offered a permanent position at the Learning Center, where she was considered a valuable part of the team. Amy continued to be supported by her CAREERS Employment Specialist as part of our ongoing supported work program.

CAREERS has successfully collaborated with the New Rochelle School District to implement a "Project Search" program, in conjunction with Montefiore Medical Center. Our staff teaches students the job skills they need at the job site, helps them to find the right internship opportunity within the workplace and provides follow along support while they work.

We have successfully used this model for the past several years in the New Rochelle School district, placing students in rotating internships in Montefiore Medical Center and United Hebrew Geriatric Center. This year, we started a program with Putnam Valley School District and NY-Presbyterian Hudson Valley Hospital, where we provide rotating internships for students in departments such as Marketing, Medical Affairs and Patient Accounts. Our Employment Specialists teach work-related skills and oversee training on site. We also have extensive experience with placing students in internships with many other school districts, including Carmel, Lakeland, Northern Westchester BOCES and Scarsdale, as well as Westchester Community College.



Amy and her parents celebrate her second anniversary at Over the Rainbow Learning Center at CAREERS Annual Anniversary Celebration.

We have worked with students from Westlake High School to provide job readiness skills training and internship placement in conjunction with the Westlake teaching staff. We provided follow-along support at internships in locations including Sporttime, Walgreens, the Westchester Medical Center, a local law office and Animal Hospital. Our staff is also mentoring a student participating in the Youth Police Academy at Pace University.

Our comprehensive services may include any/all of the following: Workforce Readiness and Training Program; intake and assessment; resume and cover letter preparation; development of pre-employment skills; job development; job placement; on-the-job training; job coaching and ongoing support services. In addition to providing on-the-job training to Teaching Assistants at the worksite, we may also provide a workshop for Teaching Assistants at the school.

Intake and Assessment – Each student will meet with one of our Transition Coordinators, who will collect all information needed to ascertain the student's history, present situation, vocational interests and skills, as well as any other pertinent information. Vocational counseling will be provided by CAREERS' staff in relation to the information collected and the availability of job(s) that the person is seeking, as well as the availability of transportation and the student's strengths and/or needs.

Internship/Job Development – After identifying the student's interests, aptitudes, experiences and strengths/needs, CAREERS will initiate an internship/job search for him/her. If a student already has a job or volunteer position (internship) but needs job coaching, CAREERS can provide an Employment Specialist. The intention would be to work towards independence, as well as advocating on their behalf to eventually turn a volunteer position into a paying job.

CAREERS may accompany the student on his or her interview to help him/her fill out necessary paperwork (if needed) and to guide them through their interview. Once a job is secured, CAREERS will assist in finalizing transportation needs (i.e. public or school), planning for the student's first day (including providing a Job Coach, if necessary), and coordinating any other needs related to assuring a successful outcome for placement.

Internship/Job Placement and Retention - Successful internship/job placement is based on each student starting (with or without a coach) as scheduled. Retention will be reached when the student is hired by the employer and the employer starts paying wages.

Teacher's Assistants training workshop at the school

CAREERS may provide a comprehensive school-based Teacher's Assistants/Job Coach training workshop to the designated district employees, who will assume the role of Job Coach once the student has been successfully integrated and trained in their individual community internship by a CAREERS' Employment Specialist. The seminar will include a presentation format, training materials and written assessment. The workshop will cover the roles, responsibilities and job description of a School-Based Job Coach, including methods, techniques and tips in training individuals with specific disabilities, and training practices specifically designed for the workplace.



Catherine tried a number of positions at Montefiore Medical Center, but loves her reception job. Her CAREERS Employment Specialist works with her daily and will assist her in finding a permanent position after graduation.

Site-Based Internship Program (Modeled after Project Search)

The goal for our Site-Based Internship Program is to find long-term productive employment for students with significant developmental disabilities who have been unable to obtain and/or maintain employment through traditional supported employment services. Students receive more job coaching for a longer length of time than the norm for a client in a traditional supported work program.



Lisa tried several internships at United Hebrew Hospital Center. After graduation, CAREERS staff helped her to get a position at Monkey Pod Games in Mamaroneck.

Once we receive a new referral, we conduct an intake interview, inviting any of the referral's counselors, family members and/or advocates to participate. We determine each individual's education; work history; the nature and extent of their disability, strengths, resources, abilities/capabilities; vocational goals, transportation needs, etc. Since most of our projected clients are coming from high schools, we also rely heavily on school records and dialogue with school Special Education personnel to tell us each student's strengths and weaknesses. We review all materials regarding the client's history and disability, complete a comprehensive assessment and determine the supports the client needs to obtain employment in the community.

CAREERS will then provide extensive job preparation and support services, job placement, on-the-job training and ongoing support to make sure the student is performing the job to the satisfaction of the employer. Our staff forms effective partnerships with employees, employers and families in the process of securing and maintaining client employment. Our staff collaborates with other entities and agencies to train students in life and technical skills.

Once each Site-Based Internship Program begins, our staff teaches life skills in a classroom setting for about two hours a day, then accompanies the students on their four-hour internships at the job site. CAREERS' Employment Specialists provide ongoing job skills training, advice, and support to enable the students to reach their full potential. Initially,

each Employment Specialist provides intensive on-site instruction and on-the-job training in specific skills and works side-by-side with the client at the new job, learning the job during the employer's training period. The exact frequency and level of training is based on each client's specific needs. The Employment Specialists also work closely with management to ensure the employer is satisfied with the tasks the students complete and master.

Once the students have completed at least two 10-week internship cycles, CAREERS will begin to set up interviews and accompany students on those interviews to assure job placement within the community. When a job is secured, we will provide on-the-job training and ongoing support in permanent jobs, for as long as necessary.

CAREERS has successfully instituted Site-Based Internship Programs at Westlake High School in Mount Pleasant, New Rochelle High School and in the Putnam Valley School District, and we are negotiating with additional schools to expand the program into other Districts in Westchester and Putnam Counties.



Anthony learned a variety of new skills as he transitioned through several internships at United Hebrew Geriatric Center in New Rochelle.



The Ticket To Work program is a federally-funded employment program designed to provide Social Security beneficiaries (i.e., individuals receiving Social Security

Disability Insurance and/or Supplemental Security Income benefits based on disability) the choices, opportunities and support they need to enter the workforce and maintain employment, with the goal of becoming economically self-supporting over time. It is a free and voluntary program that can help Social Security beneficiaries get a good job that may lead to a career, and become financially independent, while keeping Medicare or Medicaid benefits. Individuals who receive Social Security benefits because of a disability and are age 18 through 64 may qualify for the program.

Through the Ticket To Work program, CAREERS is able to assist clients who receive SSI or SSDI in finding and maintaining a job as long as they will earn at least \$780 per month during the first year of employment. CAREERS can provide services to individuals even if they cannot, or do not want to, go through ACCES-VR. We are also able to assist clients who need Extended Services with funding provided by the Office of Mental Health, Office for People with Developmental Disabilities or ACCES-VR Extended.

Once committed to the Ticket to Work Program, our staff will develop an Individualized Work Plan, which will include career counseling and guidance and may include job search and placement, job coaching and training, job accommodation and transportation planning assistance, and resume development, among other support services.

This program is a good fit for people who want to improve their earning potential and are committed to preparing for long-term success in the workplace. Ticket to Work offers beneficiaries with disabilities access to meaningful employment.

Goals

The goals of the Ticket To Work Program are to:

- Offer beneficiaries with disabilities expanded choices when seeking service and supports to enter, re-enter, and/or maintain employment
- Increase the financial independence and self-sufficiency of beneficiaries with disabilities
- Reduce and whenever possible, eliminate reliance on disability benefits

While participating in the Ticket To Work Program, beneficiaries can get the help they need to safely explore their work options and find the job that is right for them without immediately losing their benefits. Beneficiaries can also use a combination of work incentives to maximize their income until they begin to learn enough to support themselves. Therefore, the individual can:

- Go to work without automatically losing disability benefits
- Return to benefits if he or she has to stop working
- Continue to receive healthcare benefits
- Be protected from receiving a medical continuing disability review while using the Ticket and making the expected progress with work or educational goals.