

SI: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Pre-ETS - Referral Form*** *(04/09/2021) Page 1 of 2 referral form*

ILICIL Office Use

Today’s Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  In CIL as I&R

Staff Assigned\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of VR Counselor**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Moved to Staff as CIL Consumer

Billing report completed

Phone for VR Counselor: (\_\_\_\_\_\_\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Entered into Pre-ETS file

VR Site Location: Cambridge Little Falls Monticello St. Cloud Willmar

**WF1 Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please send Purchase Authorization and allow access to WF1)**

**Name of Consumer**: DOB: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address of Consumer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street City Zip County

Primary Phone: (\_\_\_\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Alternate Phone: (\_\_\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Disability: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Currently Employed:  Yes  No

Guardian’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

VR Tech: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

County Social Worker: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Probation Officer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Job Exploration Counseling** – Work with students to explore:

-Vocational interests

-The Labor-market

-In-demand industries and occupations

-Non-traditional employment options

-Career pathways of interest

**Post-Secondary Education Counseling** – Assisting students with enrolling or remaining enrolled in postsecondary education or training by helping them to:

-Understand how to successfully transition to a postsecondary education or training program

-Identify postsecondary education and training options

-Understand how their career goals line up with education and training options

-Complete steps for enrolling in a postsecondary education or training program

-Learn about and apply for postsecondary financial aid options

-Learn about information on course offerings, career options, the types of academic and occupational training needed to succeed in the workplace, and how post-secondary opportunities associated with career fields or pathways would pertain to a student who is currently reenrolled to ensure they are on the right pathway

-Make decisions about changing majors and/or education or training programs

**Instruction in Self Advocacy** – Arranging and providing opportunities for:

-Learning about disability and its impact

-Learning about how to request accommodations, services, supports, and assistive technology

-Learning about personal rights and responsibilities

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**Work-Based Learning** – Arranging for and providing:

-Informational interviews (An informal conversation for a student with someone working in a career area/job that interests the student, who will give them information and advice. It is not a job interview and the objective is not to find job openings)

-Career mentorship experience (Opportunity for a student to engage with a mentor who teaches or provides career-related guidance and advice)

-Job shadow (Opportunity for a student to observe different jobs and ask businesses questions about skills, knowledge, and abilities needed to perform the tasks involved in the job)

-Service learning (Activity for a student that integrates meaningful community service with classroom instruction and reflection to enrich the learning experience, teach civic responsibility, and strengthen communities)

-Work place tour/field trip (Excursion for a student to gain first-hand observation of specific work sites)

-Work Experience-Services (Work experience where the students finds and “intermediate” job where an employer pays the wages)

**Work Place Readiness** – Arranging for and providing opportunities for students to learn:

-Benefits Information Services: Assist a student to understand how their benefits work in order to help them with their career planning. (This is a high-level overview and is general in nature)

-Independent Living Services or Soft Skills Training (Assisting a student to understand independent living skills, financial literacy skills, communication, interpersonal skills, or other soft skills necessary for employment)

-Job Seeking Skills Training (Counseling and/or training to a student regarding the techniques to prepare for, secure, retain, advance in, or regain competitive integrated employment. This includes skills, providing training on how to address a business’ perceptual barriers and prepare to meet a business’ expectations, assisting the students to become knowledgeable about job duties, personnel benefits, rates of pay, employment, policies and practices, and the job location prior to job acceptance)

-Public Transportation Training (Assisting a student to understand how to use public transportation)