# 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
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☐ | **Obtain Social Security Number** | Social Security Administration  
880 NE Rose St. #1-866-366-7814 |
☐ | **Obtain Washington Identification Card**  
(before age 18) | Department of Licensing  
145 Jade St. #527-4358 |
☐ | **Obtain Reduced Fare Bus Pass** | WW Valley Transit or Transit Center  
1401 W. Rose St. #525-9140 |
☐ | **Register for Selective Service**  
(male students) | Post Office, 128 2nd St. #522-3824  
Or online: www.sss.gov/Fsregist.htm |
☐ | **Register to Vote** | School, Library, DDA/DVR Office |
☐ | **Apply for entitlement programs:** | Social Security Administration  
880 NE Rose St. #1-866-366-7814 |
☐ | **Supplemental Security Income (SSI)**  
(see above SS Office)  
Need help w/application?  
Contact Carla Nibler, #520-2249 |
☐ | **SSI-related Apple Health, offers both CN & MN health coverage** | Social Security Administration  
880 NE Rose St. #1-866-366-7814 |
☐ | **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) |
☐ | **Vocational Assessments Functional Vocation Evaluation (Informal/Formal)** | Teacher |
☐ | **Verify your Transition Plan** and set Employment Goals | Teacher |
☐ | **Apply for Determination of DDA Eligibility**  
(if not already determined) | Developmental Disabilities Administration  
1371 W. Pine St. #509-394-1069 |
☐ | **Complete application to DVR (Division of Vocational Rehabilitation)** and develop a plan to obtain employment | Teacher or DVR Office, 1530 Stevens St. #527-1815 |
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

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

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

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

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

**Vocational resume/portfolio**, include employment, work experience history
Teacher, Parent, Student, Worksource, #527-4393

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<th>Recreation Opportunities</th>
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| **Whitman College or Walla Walla University Buddy Programs** | WWVDN, email: admin@wwvdn.org  
Website: www.wwvdn.org |
| **Adult Bowling, Basketball, Unified Softball Team** | WWVDN, email: admin@wwvdn.org  
Website: www.wwvdn.org |
| **Sensory Movies – Hallett Grand Cinemas** | See website for monthly listings.  http://wallawalla.hallettcinemas.com |
| **Instep Dance Studio – DD Ballet** | Rhonda Copeland, #509-525-2920 |
| **YMCA** | YMCA, Walla Walla, #509-525-8863 |
| **Walla Walla City Parks and Recreation** | Seasonal classes, email: recreation@wallawalla.gov  
Veteran's Memorial Pool, #509-524-4554 |
| **Special Olympics (Track & Field, Bowling, Skiing)** | Regional Director: Ken Martinson  
#360-589-1916 |

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<th>Educational Opportunities</th>
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<td><strong>Walla Walla Community College</strong></td>
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This is only a sample of items to complete as you move toward your goal of getting a job and finding activities to enjoy!