

# Key Questions

This is an exciting time in your life. You are completing your high school education and moving on to life after high school. As you plan with your teachers and family for what lies ahead, there are many things for you to think about:

- Where do I want to work?
- Where can I get training?
- Do I want to go to college or other post-secondary education/training?
- What do I want to do for fun?
- How can I keep in touch with my friends?

There are many organizations, services, and people that may help you reach your goals. This brochure looks at the questions you may have about your future and introduces you to agencies you may wish to contact for support on your road to success.

## What questions should I ask agencies?

- What services does the agency offer?
- What approach is used when supporting people? Does one coach support the individual throughout the entire process, or do different job coaches do different portions of the job process?
- Is there a waiting list for the services?
- What is my role in planning for the services?
- What services can you provide me in the community?
- What are the eligibility requirements for services?
- How long can I receive services?
- What documents should I bring to apply?
- Will you meet with me and my family in our home or must I come to your office?
- What do I do if I do not like or agree with your services?

## Record Keeping

### Legal Records

- Social Security card
- Birth Certificate
- Guardianship Orders/Power of Attorney
- State Identification card, or Driver's License

### Financial Records

- Bank Accounts, insurance policies, information regarding any other resources
- Pay slips, tax returns, information regarding student income
- Parent income tax return statements
- Information about parent's income/resources
- Current Social Security award letter

### Medical Records

- Medical/Clinical information
- Names and addresses of current doctors
- List of current medications
- Names and addresses of social service agencies providing supports
- Health Insurance policy numbers/cards
- Name/phone number of emergency contact persons

### Educational Records

- Report cards
- Copies of IEP's for each school year
- Copies of evaluations such as speech, psychological, physical and occupational therapies
- Copies of all release forms including community based and work training permission forms
- Resume listing addresses, phone numbers, work experiences, job responsibilities, dates worked, accomplishments and references