Transition to Employment

Agency Navigation Tool

Overview of Agency Assistance and Support

Planning for Ongoing Support Needs

The School's Role

Before High School the youth's world exists primarily in the scope of school-age activities where services focus primarily on school life and are documented in the youth's IEP or 504 Plan. However, as the youth approaches the High School years, the focus becomes the transition to adult living and working. This document is intended to assist transition team partners to have a better understanding of the variety of agencies that might be involved at the time of transition. The Agency Navigation Tool includes a Ohio Department of Education page that focuses on the transition years; however, for information about other aspects of the school's role contact:

- Your school team

- State Support Team (http://education.ohio.gov/Topics/School-Improvement/State-Support-Teams)

- Ohio Department of Education (https://education.ohio.gov/Parents)

- Parent's Guide to IDEA (http://education.ohio.gov/Topics/Special-Education/A-Guide-to-Parent-Rights-in-Special-Education)

- Tools for Team Transition Planning: Ohio Employment First Transition Assessment Planning and Backwards Planning (www.ohioemploymentfirst.org/view.php?nav_id=504)

Look Ahead to Plan for Support

Many youth with disabilities will continue to need some type of support after they leave high school to find a job, to live on their own and to take part in activities and services in their community. Some of these youth will be eligible for services from various types of agencies. The supports that are available vary from agency to agency and are dependent on the youth meeting eligibility requirements to receive service for any specific agency.

Learn about Agency Requirements

This can be a confusing time for a youth and his or her family. Adult eligibility for agency services is determined based on different standards than those used by schools when providing student services. It is important for youth and their families to begin to understand the adult world requirements as they plan for the future. Families and their teams can use the information in this document to begin to explore agencies through an 'adult lens'. The youth's transition team can contact agencies of interest to ask further questions about the eligibility process and invite agency representatives to meetings.

Connect Early

Make connections with agencies while youth are still in school. Agency representatives can then get to know the youth, contribute to the youth's future planning, and gain awareness of the types of supports and services they might need, as well as advise about the potential for eligibility for various agencies.

How to Use This Document

This document was created as a resource to provide basic information about key agencies.

This document contains:

- A list and description of the types of information that agencies often request. Families may wish to talk to team members about this information to help them to understand how to prepare applications and interviews.

- A brief overview of key agencies that includes information or resources about topics such as: eligibility requirements, intake procedures, and possible services

- Contact information and helpful websites for each state or federal agency

- Space to add local contact information for each agency

- A space for families/teams to record the information about the youth or family that is often requested by agencies

Planning for Ongoing Support Needs

Be Proactive

Youth, families, and transition teams should explore a variety of partner agencies to determine which agencies can offer support, services, and resources that will assist to move the youth along the path to employment. In most cases the agencies that can offer a youth service or resources will be determined by the agencies' eligibility criteria, available services, and the youth's adult life goals. It is important to keep these criteria in mind in order to be prepared to provide the needed information.

The information in this document may assist in the initial discussions and questions regarding agency eligibility and extent of service. Being prepared to offer needed information, as well as thinking ahead to questions to ask, will assist to navigate the individual agencies that can help a youth transition to adulthood and beyond.

Gather Information

Discuss and collect the following type of information to help agencies determine the services and supports a youth may be eligible to receive as an adult. Some information is easily provided. Other information will require some consideration.

Age: Services may only be available to those of a certain age. Some may start while a youth is in school (age 14 or older). Some require age 18 or older.

1. **Disability:** Some agencies require a formal diagnosis of a disability AND that the identified disability be one that the agency is able to serve

2. **Challenges and Limitations:** Agency may require documentation of challenges caused by the disability and how those challenges impact the youth's ability to learn, work, be safe, care for personal needs, and/ or participate in daily life.

3. **Level of Need:** Agencies may have limited resources and will prioritize those individuals considered to have the greatest need to receive support and service before those whose needs are determined to be less critical

4. **Type of Need:** The type of service needed by a youth may only be available through certain agencies or providers. Example: Employment supports, Community living support, Transportation

5. **Financial:** Some resources are only available to people with limited income. In some cases, a youth may not be eligible for resources or supports because their or their family's income is above the allowed limit.

6. **Availability:** Some services or resources may be limited and require individuals to be placed on waiting lists for specific services/resources

7. **Residence:** Agency service providers may only serve specific geographic areas of the state

8. **Youth Goals:** The youth's outcome or adult goal can help determine which agency should provide services or if an agency should provide a service. When contacting agencies, it is most important to have goals and outcomes that drive a request for service.

Who are the Agencies?

Many agencies and organizations may be a part of the youth's current and future plans, however the agencies listed below are highlighted throughout this tool.

Ohio Department of Education/Office for Exceptional Children

Opportunities for Ohioans with Disabilities (OOD: BVR and BSVI)

Ohio Department of Medicaid (ODM)

Ohio Department of Developmental Disabilities (DODD)

Social Security Administration (SSA)

Ohio Department of Mental Health and Addiction Services (OhioMHAS)

Ohio Department of Job and Family Services (ODJFS)

These agencies work with many community service providers and organizations in order to support individuals with disabilities to successful employment and community living. Find out more about each of these agencies in the following pages.

What Does This Agency Do?
The function and purpose is described for each agency.

Who Is Eligible for Services?
Youth and adults must qualify for services before they can begin receiving the service. State agency mission, policies and purpose of services assist to define the requirements for the various programs. A general overview of who might be eligible for an agency's services is provided for each agency

What Services Are Available?
Ohio agencies offer many services that assist citizens to find and keep a job, afford food and shelter, receive health care, and access training and education. However, not every option is available to every person. Not every option is available all the time. And not every person needs every option! Navigating the maze of agencies and services can seem quite overwhelming at first glance! A broad description of the types of services potentially available is included for each agency.

NOTE: Due to the fluid nature of the activity reflected in this document, program and resource details may change periodically. It is recommended that the user contact local agencies to confirm the specific information relevant to their future planning.

Ohio Department of Education/Office for Exceptional Children

Ohio Department of Education/Office for Exceptional Children provides leadership, assistance and oversight to school districts and other entities that provide differentiated instruction for students with disabilities and gifted students. The Department also coordinates 16 regional state support teams. State support teams assist district efforts in the areas of school improvement, preschool and special education. There is no cost to use these services.

Who is Eligible?

Children between the ages of three and twenty-one with a disability that adversely affects their educational performance may be eligible for specialized instruction and support (special education and related services).

Not every child or youth with a learning challenge or a disability is eligible for special education services. If a disability is suspected the school must determine:

- If the disability meets the criteria of one of the 13 disability categories defined in the Individuals with Disability Education Act (IDEA)

- If the child demonstrates an educational need that requires specially designed instruction.

- That the disability is not the result of a lack of basic instruction in reading or math or the child's limited English proficiency.

IDEA requires that school teams complete an evaluation process to determine if the student is eligible for services. This is the Evaluation Team Report or ETR. This evaluation many consist of both formal and informal assessments, records review, and observation. Results of the ETR are reviewed to determine eligibility.

Service Overview

If found eligible for special education services, the team then must develop the special education plan that identifies the needed specialized instruction, services and supports that will assist the student to progress in the general curriculum. This is the Individualized Education Program or IEP.

Services identified in IDEA that a student may be eligible for as part of the IEP include:

- Specially designed instruction

- Related services*

- Assistive technology

- Modifications

- Accommodations

- Supplementary aids and services

*including, but not limited to, services such as speech-language therapy, and occupational or physical therapy. There are exceptions to what can be provided. All IEP related inquiries should be discussed at the IEP planning meetings and are ultimately an IEP team decision.

At age 14, or younger, if appropriate, the student served by an IEP must also have in place Postsecondary Transition Goals (adult life goals) identified by transition assessments that are then linked to needed transition services. These services are documented on the Transition Section of the IEP and inform the focus of the other aspects of the IEP as the student moves towards graduation and adult life.

Transition services are:

- a coordinated set of activities

- that promote movement from school to such post-school activities as post-secondary education, vocational training, employment, adult services, independent living and community participation.

- Are based on the individual student's needs, taking into account his or her preferences and interests.

- Transition services include instruction, community experiences, and development of competitive, integrated employment, adult education and independent living goals or outcomes.

Ohio Department of Education/ Office for Exceptional Children

Agency Document Name:

IEP: Individualized Education Program

Website Information

ODE/OEC webpage

http://education.ohio.gov/Topics/Special-Education

http://education.ohio.gov/Topics/Special-Education/Office-of-Exceptional-Children-Contact-Information

ODE/OEC Secondary Transition and Workforce Development

http://education.ohio.gov/Topics/Special-Education/Federal-and-State-Requirements/Secondary-Transition-and-Workforce-Development

Ohio Transition Support Partnership

http://education.ohio.gov/Topics/Special-Education/Federal-and-State-Requirements/Secondary-Transition-and-Workforce-Development/Ohio-Transition-Support-Partnership

National Technical Assistance center on Transition (NTACT)

http://transitionta.org

Opportunities for Ohioans with Disabilities (OOD: BVR and BSVI)

Opportunities for Ohioans with Disabilities (OOD) is the state agency that assists Ohioans with disabilities to prepare for, obtain, and maintain community employment. OOD does this through two areas: Bureau of Vocational Rehabilitation (BVR) and Bureau of Services for the Visually Impaired (BSVI).

Who is Eligible?

Transition age students (age 14 and older) and adults with disabilities may be eligible for employment services and supports through OOD.

To be eligible for OOD services:

- The individual has a physical, cognitive and/or mental impairment

- The impairment results in a substantial impediment to employment,

- The individual can benefit from the services OOD provides in terms of an employment outcome, and

- The individual requires vocational services in order to get or keep a job

Individual questions of eligibility, are best answered by contacting the agency directly and completing the application process.

Service Overview

Services from OOD:

- Are focused on community employment

- Help people with disabilities to find and keep jobs

- Include Vocational Rehabilitation (VR) counselors working with a person and their team to identify a meaningful employment goal.

- Often use 'vendors' to provide services

- Are time limited

Types of services provided by OOD may include: Vocational evaluation or assessment, Vocational guidance, planning and training, assistance to attend an educational program, therapies, equipment and adaptive technology, Work Incentives Counseling, job development and placement and coaching

Pre-Employment Transition Services (Pre-ETS). Pre-ETS can be provided to students with disabilities (ages 14 through age 21) who have been determined eligible or are potentially eligible for VR services and who have an identified need for Pre-Employment Transition Services.

Types of Pre-ETS Services include:

- Job Exploration Counseling

- Work Based Learning

- Counseling on Opportunities for Enrollment in Post-Secondary Education

- Workplace Readiness Training

- Instruction in Self Advocacy.

OOD also works in partnerships with other agencies to provide these services. Examples include:

- Ohio Transition Support Partnership where Vocational Rehabilitation Counselors are assigned to schools and Career-Technical Centers to work with transition youth and their teams.

- OOD-DODD Employment First Partnership. VR Counselors assist individuals (primarily adults) with developmental disabilities to transition from facility-based to community employment.

Opportunities for Ohioans with Disabilities (OOD) (BVR and BSVI)

Agency Document Names

IPE: Individualized Plan for Employment

Website Information

OOD
http://www.ood.ohio.gov/

OOD Regional Offices
https://ood.ohio.gov/wps/portal/gov/ood/about-us/our-divisions/

Ohio Transition Support Partnership
https://ood.ohio.gov/wps/portal/gov/ood/individuals-with-disabilities/services/students-14-plus

Pre-Employment Transition Services
https://ood.ohio.gov/wps/portal/gov/ood/individuals-with-disabilities/services/students-14-plus

Ohio Employment First Partnership
https://ood.ohio.gov/wps/portal/gov/ood/about-us/programs-and-partnerships/employment-first

OOD Apply for Services
https://www.oodworks.com/

Ohio Department of Medicaid (ODM)

Ohio Department of Medicaid is the Medicaid agency in Ohio responsible for overseeing all Medicaid programs in Ohio. Medicaid programs provide health care coverage to individuals that meet eligibility requirements.

Who is Eligible?

Ohio Department of Medicaid provides many health care programs for different populations, including individuals with disabilities. Basic eligibility requirements for Medicaid include:

- Being an Ohio Resident

- Being a US citizen or meet Medicaid citizenship requirements

- Having or getting a social security number

- Meeting certain financial eligibility requirements. Financial guidelines are impacted by individual circumstances and information.

Medicaid programs will have additional eligibility requirements specific to the program target population. Two programs for people with disabilities are Medicaid for Older Adults and People with Disabilities (ABD) and Medicaid Buy In for Workers with Disabilities (MBI)

Medicaid for Older Adults and People with Disabilities (ABD)

Ohio Medicaid offers a span of programs for older adults and people with disabilities to assist with medical expenses. In addition to the basic Medicaid eligibility requirements, to be eligible for ABD a person must be age 65 or older, OR legally blind, OR have a disability as classified by Social Security Administration.

Medicaid Buy In for Workers with Disabilities (MBI)

MBI can provide health care coverage to working Ohioans with disabilities between the ages of 16 and 64 whose income may exceed established limits set for Medicaid eligibility. Financial eligibility guidelines for for MBI includes, a monthly income less than or equal to $2,659, less than $12,382 in resources.

Individual questions of eligibility, are best answered by contacting the agency directly and completing the application process.

Service Overview

Ohio Medicaid programs provide a comprehensive package of services that includes preventive care for consumers that meet eligibility requirements. Contact the local county department of Job and Family Services for specific questions about services.

Home and Community Based (HCBS) Waivers allow for extended support services, beyond the basic Medicaid. Services provided through waivers may assist the person to achieve community living and employment. The Medicaid waivers intended to support people with developmental disabilities are administered by Department of Developmental Disabilities (DODD) through County Boards of Developmental Disabilities (CBDD).

These waivers include:

- Level One Waiver

- Individual Options (IO) Waiver

- SELF (Self-Empowered-Life- Funding) Waiver

Individuals must be eligible for Medicaid to obtain one of these waivers and also have an established service or assistance need that meets the waiver guidelines. The local CBDD can assist in better understanding the level of care guidelines for the Medicaid waivers listed above.

Home and community-based waivers provide opportunities for individuals to receive additional long-term services in their own home or community. Ohio Medicaid offers a wide variety of home and community-based services and programs for individuals with long-term care needs. Long-term services are defined by each waiver and are selected by the individual based on need.

Ohio Department of Medicaid (ODM)

Website Information

Ohio Department of Medicaid (ODM)
medicaid.ohio.gov

ODJFS County Directory
https://jfs.ohio.gov/county/County_Directory.pdf

Ohio Medicaid Eligibility
http://www.medicaid.ohio.gov/FOROHIOANS/WhoQualifies.aspx

Ohio Medicaid Programs
http://medicaid.ohio.gov/FOROHIOANS/Programs.aspx

Ohio Medicaid Covered Services
http://medicaid.ohio.gov/FOROHIOANS/CoveredServices.aspx

Medicaid Buy-in for Workers with Disabilities
http://medicaid.ohio.gov/FOROHIOANS/Programs/MBIWD.aspx

Ohio Benefits Long-Term Services and Supports
https://benefits-ohio.azurewebsites.net/

Overview of Medicaid Waivers through DODD
http://dodd.ohio.gov/IndividualFamilies/ServiceFunding/Pages/WaiverTypes.aspx

Ohio Department of Developmental Disabilities (DODD)

Ohio Department of Developmental Disabilities (DODD) provides support for individuals with disabilities to live, work and participate in their communities. DODD services are accessed through County Boards of Developmental Disabilities (CBDD).

Who is Eligible?

To be eligible for DODD services, the individual:

- Has a developmental disability/delay
- Disability occurs before age 22
- Disability results in functional limitations

"Functional" refers to essential skills to learn, work, play, and be a part of the community

Eligibility for youth and adults is determined by use of COEDI and OEDI assessment tools.

The amount of support that an individual is eligible to receive is determined using a variety of planning and assessment methods. A CBDD case manager or service and support administrator facilitates the process to be individualized and person-centered.

Some identified supports require the individual to be eligible for Medicaid.

Individual questions of eligibility, are best answered by contacting the agency directly and completing the application process.

Service Overview

The amount of support that eligible individuals receive is determined using a variety of assessment methods. [HB1] Supports and services are provided based on the needs and goals of each person. A CBDD case manager or service and support administrator (SSA) facilitates this process to be individualized and person-centered. Services focus on ensuring health and safety, supporting access to community participation, and increasing opportunities for meaningful employment.

Services frequently discussed and included in transition planning for adulthood include:

- Employment or Vocational Supports, including:
  - Career Discovery
  - Job Training and Career Exploration
  - Supports to Help Find a Job
  - Job coaching (long and short term support)
- Community Engagement Supports (includes residential support)
- Supportive Technology
- Therapies
- Transportation
- Respite
- Behavior Supports
- Benefits Education and Analysis

Services are paid for in a variety of ways, such as Medicaid (Medicaid and Medicaid Waivers) and Local County levy dollars or General Revenue funds

Some CBDD are direct service providers while others work with community agencies to provide the needed services.

Ohio Department of Developmental Disabilities (DODD)

Agency Document Names

ISP: Individualized Service Plan

IP: Individualized Plan

Website Information

DODD

dodd.ohio.gov

DODD Family Web Page

https://dodd.ohio.gov/wps/portal/gov/dodd/your-family

DODD Eligibility tools

https://dodd.ohio.gov/wps/portal/gov/dodd/county-boards/assessments/assessments-coedi

Overview of Medicaid Waivers through DODD

https://dodd.ohio.gov/wps/portal/gov/dodd/waivers-and-services

Disability Benefits 101- DB101

https://oh.db101.org

Ohio Employment First

Ohioemploymentfirst.org

Ohio Employment First Transition Framework

https://ohioemploymentfirst.org/view.php?nav_id=451

Community Life Guide

Jobguide.ohioemploymentfirst.org

Loop Ohio

Loopohio.org

Social Security Administration (SSA)

Social Security Administration (SSA) delivers a broad range of Social Security services to meet needs of diverse populations, including many youth and adults with disabilities.

Who is Eligible?

Social Security Administration pays disability benefits to people who:

- Cannot work because of a medical condition
- The condition is expected to last at least one year or result in death
- Cannot earn substantial gainful activity (SGA)

In order to qualify for disability benefits through the Social Security Administration, an individual age 18+ must be unable to perform Substantial Gainful Activity (SGA) due to the identified medical condition or impairment (physical, cognitive, mental). This means the person is unable to earn more than the SGA.

The Substantial Gainful Activity (SGA) in 2020 is:

- Non-blind individuals - Below $1260/month
- Blind individuals - Below $2110/month

Social Security administers 2 disability programs:

1. Supplemental Security Income (SSI), and
2. Social Security Disability Insurance (SSD/SSDI)

Social Security Disability Insurance (SSDI)

Pays benefits to individuals and certain family members based on working and paying Social Security taxes. An adult child (age 18+) may qualify for benefits on a parent's earnings record if the child has a disability that started before age 22. The amount of SSDI depends on the wages of the worker, and is not based on income/assets.

Supplemental Security Income (SSI)

To be eligible for financial support through SSI, an individual age 18+ must have low income and assets. People age 65+ may receive SSI based on age alone. All others must have a disability. Parental income and assets are included in the financial determination for SSI until age 18 (as long as the parents live with the child).

Note: for children under 18, the impairment must result in marked, severe impairment in at least 2 functional areas.

Individual questions of eligibility, are best answered by contacting Social Security.

Service Overview

Benefits Overview
Supplemental Security Income (SSI)

- SSI includes a monthly financial allocation that may be as much as $783/month for an individual and $1175/month for a couple in 2020, depending on other income, resources*, and living situation.
- SSI leads to automatic Medicaid through the Ohio Department of Job and Family Services.
- Social Security Disability Insurance (SSDI)
- The amount of SSDI depends on the earnings of the individual, or his/her parents.
- Those on SSDI will receive Medicare Parts A/B after 24 months of SSDI benefits.

How to Apply

- Apply online if possible at www.ssa.gov/disabilityonline. Indicate "Yes" to the question "Do you intend to file for SSI".
- An appointment to file for SSI/SSDI may be scheduled by calling SSA at 1-800-772-1213.
- Note: The earliest a child can apply for SSI without including parental income and assets is in the month the individual turns age 18.

Working and Benefits
Work Incentive Programs. These programs offered by SSA provide important options that allow individuals to work and maintain their benefits.

Work Incentives Planning and Assistance (WIPA). SSA supports benefits counseling through WIPA Agencies to help individuals understand the various SSA programs as they transition into employment.

Social Security Administration (SSA)

Website Information

SSA National Website
www.socialsecurity.gov
www.ssa.gov

Local SSA Office Finder
www.socialsecurity.gov/locator

What You Need To Know About Your Supplemental Security Income (SSI) When You Turn 18
https://www.ssa.gov/pubs/EN-05-11005.pdf

Ticket to Work program
www.choosework.net

Online Application for Disability Benefits
www.socialsecurity.gov/disabilityonline

Create a mySocialSecurity Account
www.socialsecurity.gov/myaccount

Work Incentive Programs
https://choosework.ssa.gov/about/work-incentives/

Work Incentives Planning and Assistance (WIPA)
https://www.ssa.gov/work/WIPA.html

STABLE Account
www.stableaccount.com

Ohio Department of Mental Health and Addiction Services (OhioMHAS)

Through a behavioral health system of county boards and local providers, OhioMHAS funds evidence-based prevention efforts, quality treatment and recovery supports in communities statewide.

Who is Eligible?

Eligibility for services from a community behavioral health provider will depend on the type of service or program, as well as other factors, such as:

- Type of need
- Level of income
- Age group (e.g., transition-age youth)
- County of residence
- Type of Insurance

Individual questions of eligibility, are best answered by contacting the agency directly and completing the application process.

Funding for community mental health services comes from federal block grants, state general revenue funds and local sources. Federal and state funds are passed on to 51 community Alcohol, Drug Addiction and Mental Health Services (ADAMHS) boards through OhioMHAS. Some boards also receive funding through local levies.

Service Overview

OhioMHAS provides funding and support in three focus areas: Prevention, Treatment and Recovery Supports

PREVENTION of:

- Substance use and addiction
- Problem gambling
- Family disruption
- Suicide

TREATMENT through:

- Six state-run regional psychiatric hospitals
- Providing life-saving drug to reverse overdose
- Support of Trauma Informed Care approaches and practices
- Support for criminal justice involved projects
- Support and assistance to drug courts and other specialized docket programs
- First Episode Psychosis
- Multi-system collaboration/system of care
- Crisis intervention-mobile response stabilization (MRSS)
- Peer and family support
- Family Engagement

RECOVERY support through:

- Supportive housing
- Peer support
- Employment support services (e.g. Individual Placement and Support (IPS)
- Transition services for youth

Ohio Department of Mental Health and Addiction Services (OhioMHAS)

Agency Document Names

DA: Diagnostic Assessment

ISP: Individualized Service Plan/Treatment Plan

Website Information

OhioMHAS

http://mha.ohio.gov/

Ohio Association of County Behavioral Health Authorities

https://www.oacbha.org/mappage.php

Employment & Work Incentives and Benefit Planning

https://mha.ohio.gov/Schools-and-Communities/Employment

IPS Employment Center

https://ipsworks.org/

***Hey I'm Here:* Youth community conversation on mental wellness**

https://heyimhere.org/

***WraparoundOhio:* Mobile Response Stabilization Service (MRSS)**

https://wraparoundohio.org/mobile-crisis-response-and-stabilization-services/

***Wingspan:* Ohio's Healthy Transition Project for Transition Age Youth (TAY)**

https://www.wingspancg.org/Ohio-Healthy-Transitions-Project

Ohio Department of Job and Family Services (ODJFS): Family Assistance

The Ohio Department of Job and Family Services offers a wide range of assistance including workforce development, unemployment compensation, cash assistance, food assistance, childcare, child and adult protective services, adoption, and child support.

Who is Eligible?

The mission of Family Assistance programs and services is to improve the well-being of Ohio's workforce and families by promoting self-sufficiency.

Eligibility requirements vary depending on the program. The following factors may be taken into consideration:

- Type of need
- Level of Income
- Disability and type of disability
- Age
- Living Arrangement
- Employment Status

Individual eligibility questions are best answered by contacting the appropriate county JFS agency and completing the application process.

Service Overview

Food Assistance – Formerly called food stamps and known nationally as the Supplemental Nutrition Assistance Program (SNAP), this program helps eligible low-income Ohioans stretch their food budgets and buy healthy food.

Ohio Works First – This the financial assistance portion of the state's Temporary Assistance to Needy Families program, which provides cash benefits to eligible low-income families for up to 36 months.

Comprehensive Case Management and Employment Program (CCMEP) – Provides career services to eligible 14- to 24-year-olds to help them build career paths, find employment and break the cycle of poverty.

Child Care Assistance – Offers financial assistance to eligible low-income parents to help them with child care costs while they engage in work, education or job training.

Child Care Licensing – Ensures that minimum health and safety standards are met at all licensed child care settings in Ohio, from large child care centers to family child care homes.

Step Up To Quality – Ohio's quality rating system for child care; designed to increase the number of high-quality programs, recognize and support programs that achieve higher quality standards, and help parents make more informed choices on behalf of their children.

Ohio Department of Job and Family Services (ODJFS) Family Assistance

Agency Document Names

Program recipients can view their benefit history through the odjfsbenefits.ohio.gov self-service portal.

Website Information

ODJFS

http://jfs.ohio.gov/

ODJFS Benefits Self Service Portal

https://ssp.benefits.ohio.gov/apspssp/indexOHLanding.jsp#wlp_applyForBenefits14

ODJFS County Directory

http://jfs.ohio.gov/County/index.stm

Ohio Benefits

https://benefits.ohio.gov/

Child Care

http://jfs.ohio.gov/cdc/index.stm

Step Up To Quality

http://boldbeginning.org/

Ohio Department of Job and Family Services (ODJFS): Workforce Development

The Ohio Department of Job and Family Services offers a wide range of assistance, including workforce development, unemployment compensation, cash assistance, food assistance, child and adult protective services, child care, adoption, and child support.

Who is Eligible?

Workforce development services are available to any Ohioan planning for or seeking employment, including students, youth, adults, displaced workers and people with disabilities. Some services are designed for people with specific needs or situations. Priority of service is given to U.S. veterans.

Eligibility for specific services may depend on some of the following:

- Level of Income
- Disability
- Type of Need
- Age

Individual questions of eligibility are best answered by contacting the agency directly and completing the application process.

Service Overview

Access to Ohio's workforce development resources and services is available in person at local OhioMeansJobs centers and at OhioMeansJobs.com.

OhioMeansJobs.com offers free online career development and employment tools. These include:

- A K-12 portal to help middle and high school students, parents and teachers
- Assessments of career interests, job values and job skills
- Training to build skills or help with specific subjects and classes
- A budget calculator to find jobs that meet income needs
- Information about in-demand jobs
- A career planner to help set and reach career goals
- Information about training, apprenticeships, co-ops, internships and scholarships
- Help with job searching, resume writing and interviewing

The Comprehensive Case Management and Employment Program (CCMEP) provides career services to eligible 14- to 24-year-olds to help them build career paths, find employment and break the cycle of poverty. These include:

- Assessments, career guidance and planning, and job market information
- Financial literacy education and budgeting
- Education and workforce preparation
- Pre-employment and occupational skills training
- Paid and unpaid work experiences, including job shadowing, summer jobs and pre-apprenticeships
- Supportive services, including transportation and reasonable accommodations for individuals with disabilities
- Job matching, placement and support

Visit OhioMeansJobs.com or an OhioMeansJobs center for more information.

Ohio Department of Job and Family Services (ODJFS) Workforce Development

Agency Document Names
CCMEP IOP: Individual Opportunity Plan
Website Information

ODJFS
http://jfs.ohio.gov/

OhioMeansJobs (OMJ)
OhioMeansJobs.com

Local OMJ Centers
http://jfs.ohio.gov/owd/WIOA/map.stm

CCMEP Contacts
http://jfs.ohio.gov/owd/CCMEP/index.stm

ODJFS County Directory
http://jfs.ohio.gov/County/County_Directory.stm

Individuals with Disabilities and Employment
http://jfs.ohio.gov/owd/WorkforceProf/Disabilities-Job-Seekers.stm

Ohio Department of Education/Office for Exceptional Children	Opportunities for Ohioans with Disabilities (OOD) (BVR and BSVI)	Ohio Department of Medicaid (ODM)	Ohio Department of Developmental Disabilities (DODD)
ODE/OEC Phone: Address: Website: Contact Name: Position: Phone: Email: Notes:	**OOD Regional Office** Phone: Address: Website: Contact Name: Position: Phone: Email: Notes:	**Local Medicaid Office (Local ODJFS Office)** Phone: Address: Website: Contact Name: Position: Phone: Email: Notes:	**County Board of DD** Phone: Address: Website: Contact Name: Position: Phone: Email: Notes:

Social Security Administration (SSA)	Ohio Department of Mental Health and Addiction Services (OhioMHAS)	Ohio Department of Job and Family Services (ODJFS): Family Assistance	Ohio Department of Job and Family Services (ODJFS): Office of Workforce Development (OWD)
Local SSA Office Phone: Address: Website: Contact Name: Position: Phone: Email: Notes:	**Local ODMHAS Board** Phone: Address: Website: Contact Name: Position: Phone: Email: Notes:	**Local ODJFS Center** Phone: Address: Website: Contact Name: Position: Phone: Email: Notes:	**Local OMJ Office** Phone: Address: Website: Contact Name: Position: Phone: Email: Notes:

Prepare for Agency Contact and Communication

Before approaching agencies for assistance, it is helpful to the agency and can quicken the necessary processes if information is readily available.
Use the questions below to facilitate gathering information and documentation.

Age Services may only be available to a certain age group	When is youth's birthday?	
Residence Agency may only serve specific geographic areas of the state	Where does the youth live?	
Disability Some agencies require a formal diagnosis of a disability AND that the identified disability be one that the agency is able to serve.	What is the disability? Make available documentation of the diagnosis and assist the agency to recognize how the youth's diagnosis is one that the agency could serve.	
Challenges and Limitations Agency may require documentation of challenges caused by the disability and how those challenges impact the youth's ability to learn, work, be safe, self-care, and participate in daily life.	Document how the diagnosis or documented disability makes employment, learning, living, etc. difficult for the youth.	
Level of Need Agencies may prioritize those individuals considered to have the greatest need to receive support and service before those whose needs are determined to be less critical.	Explain how the challenges that the youth faces create barriers that the youth is not likely to overcome if support is not available.	
Type of Need The type of service needed by a youth may only be available through certain agencies or providers.	Detail the type of support / service that is needed and align the request for service with the type of service the agency offers.	
Financial Some resources are only available to people with limited income. Youth may not be eligible for resources or supports because their or their family's income is above the allowed limit.	Document the income and assets of the youth and family (under 18 years of age), including savings. Document expenses that the youth or family incur in order that the youth can live or work as these may be helpful when qualifying for a variety of assistance.	
Availability Some services or resources may be limited and require individuals to be placed on waiting lists for specific services/resources.	Identify the types of service of support one may need long term, as an adult, to work, live and participate in the community. Ask to be placed on waiting lists for these services, even if the need seems to be years in the future.	
Youth Goals The youth's outcome or adult goal can help determine which agency should provide services or if an agency should provide a service. When contacting agencies, it is most important to have goals and outcomes that drive a request for service.	Detail the adult outcomes that the youth seeks to achieve. Specially discuss employment, adult learning, living (residence) and other community participation. Explain how the requested services/supports are needed to achieve the desired adult goals.	