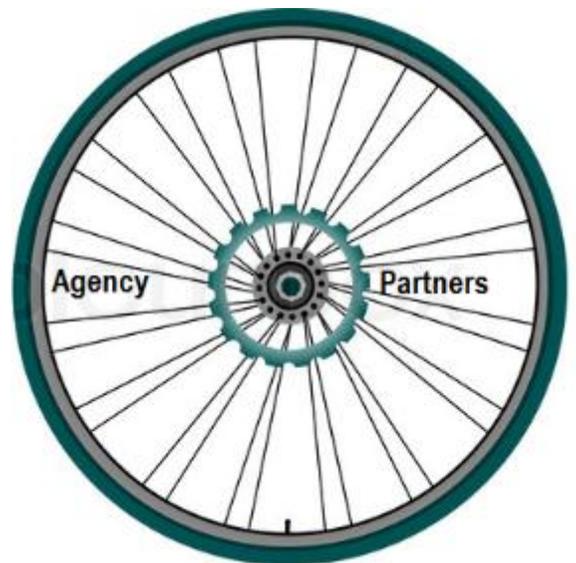


The **AGENCY PARTNERS** section provides materials for an IEP team as they develop plans to work with other agency partners involved with successfully transitioning students to adult life. Teachers may want to share this material with families, VR counselors, community college disability services, case managers, and others as a starting point for discussions.

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MEMORANDUM OF UNDERSTANDING AND EXECUTIVE ORDER

On May 16, 2013 a **Memorandum of Understanding** (MOU) was signed by the Oregon Department of Education, Oregon Council on Developmental Disabilities, Office of Vocational Rehabilitation Services and Office of Developmental Disability Services. The MOU will focus on helping youth with intellectual and other developmental disabilities (I/DD) leave school with integrated, community employment or a post-secondary education plan.

The four state organizations signed this MOU to further our intention to help youth with I/DD successfully transition from school to their adult lives. The memorandum establishes a state-level Transition Agency Coordinating Team (TACT) to oversee implementation of the agreement's provisions. As the team moves forward this coming Fall, districts will be updated as to the status of activities and projects. Initially, the four organizations will review current state policies and procedures to see where improvements can be made to strengthen and align roles, practices and funding mechanisms. The TACT will also address training and communication activities needed to advance the overall goal of successful transitions for students.

The team plans to engage community partners and stakeholders, including individuals with I/DD and their families in seeking feedback, ideas and to further clarify how the goals and outcomes expressed in the Memorandum of Understanding can be reached. The MOU can be found at: http://www.dhs.state.or.us/dd/supp_emp/initiative.html.

This MOU is aligned with the Executive Order 13-04 issued by Governor John Kitzhaber on April 16, 2013, can be found at: http://www.oregon.gov/gov/docs/executive_orders/eo_13-04.pdf.

The Executive Order affirms our statewide commitment to offering integrated employment services to people with Intellectual and/or Development Disabilities. This is the latest step in Oregon's longstanding policy efforts to promote fair and equitable work for all Oregonians. Further, it reinforces the goals behind initiatives within the 2013-2015 budget that include investments in integrated employment services. This Executive Order will provide operational direction for all state agencies.

What does the Executive Order mean to Oregon Department of Education?

ODE will commit to partnerships with Oregon Council on Developmental Disabilities, Office of Vocational Rehabilitation Services and Office of Developmental Disability Services. These agencies will work collaboratively with stakeholders to understand and appreciate each other's transition process, work together while the student is in school to blend resources and support so that the student transition process is seamless and the their post-secondary goals are achieved.

ODE will:

- | | | |
|--|--|--|
| ✓ Create a culture of employment starting at an early age. | Developmental Disabilities Services(ODDS) and Vocational Rehabilitation (VR) | and ODDS to the IEP transition meetings |
| ✓ Raise expectations of work with students of all ages | ✓ Facilitate the development and implementation of | ✓ Encourage networking and collaboration among school districts, teachers, youth and parents |
| ✓ Assist students with intellectual disabilities obtain jobs while still in school while continuing to support skill acquisition | competencies and related curriculum and instructional approaches | ✓ Encourage participation in County Employment First Group |
| ✓ Help school districts recognize the importance of the Executive Order outcomes and timelines. | ✓ Provide Oregon schools with a contact list for VR and ODDS | |
| ✓ Commit to supporting the partnerships with Office of | ✓ Advise school districts to invite, with parent/adult student consent, appropriate representatives such as VR | |

OREGON VOCATIONAL REHABILITATION SERVICES (OVRs)

What types of services does OVRs offer?

OVRs offers a variety of services to assist people with disabilities to prepare for, get, and keep jobs. The services you use depend on your individual needs and circumstances.

OVRs can provide you with the information necessary to assist you in deciding which services you need to reach your job goal.

Examples of services include:

- **Assessment services** to measure your strengths, capabilities, work skills and interests. These services assist you in selecting a job goal and the OVRs services you need to reach that goal.
- **Counseling and guidance** services provided throughout the rehabilitation process to help you make good decisions about how to reach your goals.
- **Independent living services** help you understand and deal with disability issues that prevent you from working; these include, but are not limited to:
 - Training in self-care
 - Money management
 - Using community transportation
- **Assistive technology** services assist you with communication or doing tasks by using devices such as hearing aids, visual aids, special computer software, etc. You can explore with your counselor how technology might help you reach your employment potential or get a device you need to go to work.
- **Training services** provide you with work skills needed to achieve your employment goal.
- **Job placement** helps you carry out your job search, including:
 - Assistance completing application forms
 - Developing a resume
 - Practicing interview skills
 - Identifying job leads
 - Keeping your new job
 - Getting the disability accommodations you need

What steps do I go through?

1. Call or visit the OVRs office closest to you to start the process.

Our staff will ask for basic information (like your name, your address and phone number) and will help you make arrangements to come in to learn more about what OVRs is and how it works. You may be sent a Personal Information Form in the mail, or you may receive it when you come in for orientation. A list of local OVRs offices is included in this section.

2. Orientation

Some offices give a group orientation. Others give a one-on-one orientation. Orientation will help you to:

- Learn how the program works from start to finish.
- Ask questions about services or available help.
- Decide if you want to apply for services.

3. Intake Interview and Applying for Services

This is when your counselor learns about you, your disability and how it causes work problems. The meeting takes about an hour.

- You meet privately with a OVRs counselor or counselor's assistant.
- You bring your completed Personal Information Form.
- You fill out a one-page form (application).
- You fill out any release forms we need to get copies of your records. (The records help tell us if you qualify.)

4. Finding Out if You Qualify for Help

Sometimes a counselor can tell right away if you qualify. Other times it can take up to 60 days, occasionally

longer. It depends on whether we need to write for medical records or have you evaluated by a doctor. Your counselor can tell you what needs to happen to qualify for services.

5. Identifying Your Job Goal and Planning Services You Need

You and your counselor decide on a job goal that makes sense for your disability. It should also make sense based on what job openings there are. OVRs can help you find your talents and interests. We can also help you search the job market. You and your counselor talk about the employment problems that bring you to OVRs. Together you decide what services you need to get a job.

6. Writing a Plan for Employment

You must have a written plan to get the services you need. We call it your individualized plan for employment (IPE). Your counselor can help you with this. Your IPE describes the steps you will take to meet your work goal.

7. Completing the IPE

You can start getting the help you need after you and your counselor agree to your plan. How long it takes you to complete the plan depends on you and your needs.

8. Job Searching and Getting a Job

After you complete the services in your plan, you search for a job until you get one. Your counselor can help you with this.

9. Following Up and Closing Your Case

Your counselor checks how you are doing for 90 days after you get a job. Then OVRs closes your case if all is going well. Later you can ask for "Post-Employment" services if you need more help because of your disability to keep your job, get your job back, or move up in your job.

Informed Choice

You get to make choices when you work with OVRs.

What are some of the choices you can make?

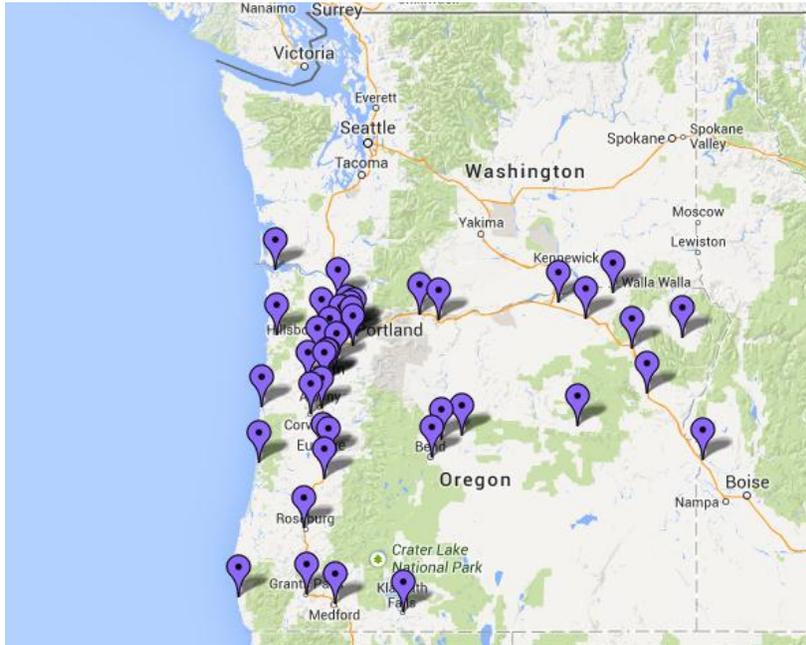
- You choose the job goal that fits your interests, talents, needs, and values.
- You choose how much help you want to write your employment plan.
- You choose the services you need to over-come the problems that brought you to us. You get to choose who provides most services, too.
- You help decide how long you will be in the program.

How does OVRs help you make choices?

- Our staff gives you the information to feel confident when you face each choice. Think of us as your career consultants.
- Early on, you and your counselor talk about the work problems caused by your disability. We call these your "barriers to employment."
- Knowing your problems helps you and your counselor decide on steps to over-come them. It also helps you figure out what services you need to reach your job goal.
- You and your counselor share responsibility for your choices.
What are the guidelines for making choices?
- Making choices in your program does not mean you can have anything you want. Your choices must make sense. They must give good value for their cost. And they must help you reach your job goal.
- The job goal you choose must make sense, too
 - Can you do the work?
 - Are people needed to fill this job where you want to live?

You choose services because you need them, not just because you want them.

DIRECTORY OF LOCAL OFFICES - OREGON VOCATIONAL REHABILITATIONS SERVICES



Link to Oregon local office directory <http://www.oregon.gov/dhs/vr/pages/officelocation.aspx>

ALBANY

Albany OVRs
 1400 Queen Ave. SE
 Suite 107
 Albany, OR 97322-6797
 541-967-2022 (Voice)
 541-967-2154 (FAX)

ASTORIA

Astoria OVRs
 450 Marine Dr., Ste 100
 Astoria, OR 97103
 503-325-7335 (Voice)
 503-325-5795 (FAX)

BAKER CITY

Baker City OVRs
 3165 10th St., Ste 500
 Baker City, OR 97814-3913
 541-523-8444 (Voice)
 1-800-578-9990 x360 (Toll Free)
 541-523-9858 (FAX)

BEAVERTON

Washington County OVRs
 8880 SW Nimbus Ave.

Suite D
 Beaverton, OR 97008
 503-277-2500 (Voice)
 503-277-2536 (FAX)

BEND

Bend OVRs
 1230 NE 3rd St.
 Suite A-152
 Bend, OR 97701-4374
 541-388-6336 (Voice)
 541-388-6310 (FAX)

BURNS

Burns OVRs
 809 W. Jackson
 Suite 100
 Burns, OR 97720-1955
 541-889-9148 (Voice)
 541-889-9209 (FAX)

Mailing Address

Ontario OVRs
 186 East Lane,
 Suite 1
 Ontario, OR 97914-3051

CLACKAMAS

Clackamas OVRs
 4382 SE International Way
 Suite B
 Milwaukie, OR 97222-4635
 971-673-6130 (Voice)
 971-673-6131 (FAX)

COOS BAY

Coos Bay OVRs
 2075 Sheridan Ave
 Employment Bldg
 North Bend, OR 97459-3335
 541-756-8467 (Voice)
 1-800-438-2136 (Voice)
 541-756-1622 (FAX)

CORVALLIS

Corvallis OVRs
 545 SW 2nd St.
 Suite G
 Corvallis, OR 97333-4466
 541-757-4131 (Voice)
 541-757-4241 (FAX)

COTTAGE GROVE

Cottage Grove Family Center
 305 Coop Court
 Cottage Grove, OR 97424-1744
 541-942-9186 (Voice)
 541-942-1306 (FAX)

Mailing Address

Springfield OVRS
 101 30th St.
 Springfield, OR 97478-5845

DALLAS

Dallas OVRS
 580 Main St., Ste B.
 Dallas, OR 97338-1909
 503-831-1612 (Voice)
 503-831-1952 (FAX)

ENTERPRISE

104 Litch
 Enterprise, OR 97828-1038
 541-963-2151 (Voice)
 541-963-7698 (FAX)

Mailing Address

La Grande OVRS
 1607 Gekeler Ln
 La Grande, OR 97850-3341

EUGENE

McKenzie Center
 2885 Chad Drive
 Eugene, OR 97408
 541-686-7878 (Voice)
 541-686-7755 (FAX)

FLORENCE

Florence DHS Office
 3180 Highway 101 North
 Florence, OR 97439
 541-997-8251 (Voice)
 541-726-2535 (FAX)

Mailing Address

Springfield OVRS
 101 30th St.
 Springfield, OR 97478-5845

GOLD BEACH

Gold Beach OVRS
 94145 5th Place
 Gold Beach, OR 97444-0808
 541-247-0290 (Voice)
 1-800-257-1385 (Voice)
 541-247-3434 (FAX)

GRANTS PASS

Grants Pass OVRS
 725 NE 7th St.
 Suite C
 Grants Pass, OR 97526-1632
 541-474-3130 (Voice)
 541-474-3135 (FAX)

HERMISTON

Hermiston OVRS
 940 SE Columbia Drive
 Hermiston, OR 97838
 541-564-5673 (Voice)
 1-888-374-8080x322 (Toll Free)
 541-567-3244 (FAX)

HOOD RIVER DHS

1619 9th Court, Suite 300
 Hood River, OR 97031-1919
 541-386-3199 extension 216 (Voice)
 541-386-8743 (Fax)

Mailing Address

The Dalles OVRS
 3641 Klindt Drive
 The Dalles, OR 97058-3565

JOHN DAY

John Day Self Sufficiency Office
 725 W. Main St.
 Suite A
 John Day, OR 97845-1036
 541-523-8444 (Voice)
 541-523-5667 (FAX)
 1-800-578-9990x360

Mailing Address

Baker City OVRS
 1768 Auburn Ave.
 Baker City, OR 97814-3913

KLAMATH FALLS

Klamath Falls OVRS
 801 Oak Ave.
 Klamath Falls, OR 97601-6136
 541-883-5614 (Voice)
 541-883-5621 (FAX)

LA GRANDE

La Grande OVRS
 1607 Gekeler Lane
 La Grande, OR 97850-3341
 541-963-2151 (Voice)
 541-963-7698 (FAX)
 1-800-430-7231x422 (Toll Free)

LA PINE

La Pine Connection
 16493 Bluewood Place
 Units 3 & 4
 La Pine, OR 97739
 541-388-6336 (Voice)
 541-388-6310 (FAX)

Mailing Address

Bend OVRS
 1230 NE 3rd St.
 Suite A-152
 Bend, OR 97701

MADRAS

Madras State Office Building
 678 NE Hwy 97
 Madras, OR 97741-1931
 541-475-6131 X329 (Voice)
 541-475-46997 (FAX)

Mailing Address

The Dalles OVRS
 3641 Klindt Drive
 The Dalles, OR 97058-3565

MCMINNVILLE

McMinnville OVRS
 384 NE Norton Lane
 McMinnville, OR 97128
 503-472-2116 (Voice)
 503-434-5867 (FAX)

MEDFORD

Medford OVRS
 28 W. 6th St.
 Suite A
 Medford, OR 97501-2774
 541-776-6035 (Voice)
 541-776-6213 (FAX)

MILTON-FREEWATER

Milton-Freewater OVRS
 309 N. Columbia
 Milton-Freewater, OR 97862-1369
 800-442-4352 (Voice)
 541-276-1942 (Fax)

Mailing Address

Pendleton OVRS
 1555 Southgate Place
 Pendleton, OR 97801-9600

MILWAUKIE

Clackamas OVRS
 4382 SE International Way
 Suite B

Milwaukie, OR 97222-4635
971-673-6130 (Voice)
971-673-6131 (FAX)

NEWPORT

Newport OVRS
119 NE 4th St.
Suite 1
Newport, OR 97365-3133
541-265-7843 (Voice)
541-265-3652 (FAX)

NORTH BEND

Coos Bay OVRS
2075 Sheridan Ave
Employment Bldg
North Bend, OR 97459-3335
541-756-8467 (Voice)
1-800-438-2136 (Voice)
541-756-1622 (FAX)

Mailing Address

Coos Bay OVRS
PO Box 1113
Coos Bay, OR 97420-0247

ONTARIO

186 East Lane
Suite 1
Ontario, OR 97914-3051
541-889-9148 (Voice)
1-888-607-9185x422 (Toll Free)
541-889-9209 (FAX)

PENDLETON

Pendleton OVRS
1555 Southgate Place
Pendleton, OR 97801-9600
541-966-6233 (Voice)
541-276-1942 (FAX)
1800-442-4352 x 6233(Toll Free)

PORTLAND

Central Portland OVRS

3945 SE Powell Blvd.
Portland, OR 97202-1721
971-673-2555 (Voice)
503-775-5696 (FAX)

East Portland OVRS

305 NE 102nd Avenue
Suite 200
Portland, OR 97220-4173
971-673-5858(Voice)
971-673-5831(FAX)

North Portland OVRS

4744 N. Interstate Ave.
Portland, OR 97217-3622
971-673-3055(Voice)
971-673-3057(FAX)

PRINEVILLE

Prineville State Office Building
1495 E 3rd. St.
Prineville, OR 97754
541-447-3851 x 314 (Voice)
541-388-6310 (FAX)

Mailing Address

Bend OVRS
1230 NE 3rd.St.
Suite A-152
Bend, OR 97701-4374

REDMOND

Redmond One Stop
247 SE Salmon Ave.
Redmond, OR 97756-8440
541-388-6336 (Voice)
541-388-6310 (FAX)

Mailing Address

Bend OVRS
1230 NE 3rd. St.
Suite A-152
Bend, OR 97701-4374

ROSEBURG

Roseburg OVRS
2020 NW Newcastle Street
Roseburg, OR 97471-1657
541-440-3371 (Voice)
541-440-3493 (FAX)

SALEM

North Salem Branch Office

1210 Hawthorne NE
Salem, Oregon 97301
(503) 378-3587 (Voice)
(503) 378-3750 (FAX)

South Salem OVRS

1701 Liberty St. SE
Salem, OR 97302-5158
503-378-2483 (Voice)
503-373-7549 (FAX)

Salem Hospital Rehabilitation Unit

2561 Center St. NE
Salem, OR 97301-4600

503-561-5947 (Voice)
503-561-4919 (FAX)

Mailing Address

Salem Hospital Rehabilitation Unit
PO Box 14001
Salem, OR 97309-5014

SPRINGFIELD

Springfield OVRS
101 30th Street
Springfield, OR 97478-5845
541-726-3525 (Voice)
541-726-2535 (FAX)

ST HELENS

St Helens OVRS
500 N. Hwy 30, Ste. 230
St Helens, OR 97051-1200
503-366-8383 (Voice)
503-366-0215 (FAX)
1-800-243-4987 (Toll Free)

Mailing Address

Albany OVRS
1400 Queen Ave. SE
Suite 107
Albany, OR 97322-6797

THE DALLES

The Dalles OVRS
3641 Klindt Drive
The Dalles, OR 97058-3565
541-298-5573 (Voice)
541-296-1136 (FAX)

TILLAMOOK

Tillamook OVRS
4670 E. 3rd St.
Tillamook, OR 97141-2902
503-842-7873 (Voice)
503-842-3282 (FAX)

WHITE CITY

Rogue Family Center
3131 Ave C
White City, OR 97503-1443
541-864-8756 (Voice)
541-864-8784 (FAX)

WOODBURN

Woodburn OVRS
120 East Lincoln, Ste. 120
Woodburn OR 97071-3617
503-980-6610 (Voice)
503-980-6645 (Fax)

OFFICE OF DEVELOPMENTAL DISABILITY SUPPORTS AND SERVICES (ODDS)

The Office of Developmental Disability Services (ODDS) provides supports and services to children and adults with developmental disabilities that meet eligible for services criteria. Individuals that are eligible and their families can access generic and specialized services to provide the support, based on the individual needs of the person, to be able to live with as much independence as possible. Services and supports may range from information and referral, to case management or hourly services, to maximum supports that provide 24-hour care.

Developmental disabilities include intellectual disabilities, cerebral palsy, Down's syndrome, autism, traumatic brain injuries, certain neurological impairments and other impairments of the brain that occur during childhood. Some people with developmental disabilities also have significant medical or mental health needs.

ODDS offers supports to children and families ranging from in-home family support, intensive in-home supports, and out of home, 24-hour services delivered by proctor/foster care or residential care providers (agency run homes). Services offered have specific eligibility standards and are usually accessed through the local Community Developmental Disabilities Programs (CDDP).

Services for adults range from Brokerage Support Services to assist an individual to live in their own home or with family or friends, to 24-hour comprehensive services. Services offered have specific eligibility standards and are accessed through the local Community Developmental Disabilities Programs (CDDP).

Developmental Disabilities Eligibility

What is a developmental disability?

Developmental disability means a neurological condition that:

- Must have its origin in and directly affect the brain
- Must be established prior to the age of 22, or in the case of mental retardation the condition must be determined before 18 years of age
- Must be expected to last indefinitely
- Must result in significant impairments in at least two areas of daily functioning: self-care, communication, cognitive, mobility, self-direction, capacity for independent living and economic self sufficiency
- The impairments must not be primarily related to: mental illness, substance abuse, an emotional disorder, Attention Deficit/Hyperactivity Disorder (ADHD), a learning disability or sensory impairment

The most common developmental disabilities include: mental retardation, Down syndrome, autism, cerebral palsy, epilepsy, and fetal alcohol effect or fetal alcohol syndrome.

How is eligibility determined?

Each Community Developmental Disability Program (CDDP) is responsible for determining eligibility. The eligibility worker in your county will assist you through the eligibility process and help you obtain the necessary documents that will be needed to see if you are eligible. Once the eligibility worker has collected all the necessary information, he or she will review it to see if you qualify.

Eligibility for school age children uses the same criteria as adults.

How long does it take to determine if I am eligible?

It depends. If the necessary documents are readily available, a decision could be made in a matter of days. If new testing is required, or documents are needed from various sources, it could take longer. Before you can receive any funded services through the CDDP you must be determined eligible. Once a determination of your eligibility has been made you will receive a letter in the mail indicating the eligibility decision.

Is there an appeal process if I'm not found eligible?

Yes, if you are dissatisfied with eligibility determination, you may request a contested case hearing. The process of requesting is outlined within your notification for eligibility.

How do I apply for developmental disabilities services?

To apply, contact the Community Developmental Disabilities Program in your county who will assist you with the application process. The list of county offices is included in this section. The application is available in English, Spanish, Russian and Vietnamese.

http://www.oregon.gov/dhs/DD/pages/county/county_programs.aspx

Anyone can make a referral to a Community Developmental Disabilities Program with the permission of the individual or his or her legal representative.

COMMUNITY DEVELOPMENTAL DISABILITIES PROGRAMS (CDDP)

Link to directory for CDDP local offices: http://www.oregon.gov/dhs/DD/pages/county/county_programs.aspx

Baker

Mountain Valley Mental Health & Developmental Disabilities
Main Line: 541-523-3646 (Crisis Line- 541-523-5903 for on call person after 5:00 PM and on weekends.)

Benton

Benton County Developmental Disabilities
Main Line: 541-766-6847

Clackamas

Clackamas County Mental Health/DD
Main Line: 503-655-8640

Clatsop

Clatsop Behavioral Healthcare
Main Line: 503-325-0241

Columbia

Columbia Community Mental Health
Main Line: 503-397-5211; 1-800-294-5211

Coos

Community Living Case Management
Main Line: 541-266-7300

Crook

Crook County Mental Health Program
Main Line: 541-323-5330

Curry

Community Living Case Management
Main Line: 541-813-1867

Deschutes

Deschutes County Human Services
Main Line: 541-322-7554

Douglas

Douglas County Mental Health Program
Main Line: 541-440-3556

Gilliam

Community Counseling Solutions
Main Line: 541-676-9161

Grant

Community Counseling Solutions & DD Services
Main Line: 541-575-1466

Harney

Community Counseling Solutions & DD Services
Main Line: 541-573-7621

Hood River

Mid-Columbia Center for Living
Main Line: 541-386-2620

Jackson

Jackson County Developmental Disabilities Program
Main Line: 541-774-8205

Jefferson

Best Care Treatment Services
Main Line: 541-475-6575

Josephine

Community Living Case Management
Main Line: 541-474-6072

Klamath

Klamath Mental Health Center - DD
Main Line: 541-885-2435

Lake

Eastern Oregon Human Services Consortium
Main Line:- 541-947-0279

Lane

Lane County Dept. of Health & Human Services
Main Line: 541-682-3695

Lincoln

Lincoln County Human Services Dept.
Main Line: 541-574-5960

Linn

Linn County DD Program
Main Line: 541-967-3890

Malheur

Lifeways, Inc. (Lifeways Behavioral Health)
Main Line: 541-889-9167

Marion

Marion County Developmentally Disabled Services
Main Line: 503-588-5288

Mid-Columbia (Covering Hood River, Sherman and Wasco counties)

Mid-Columbia Center for Living
Main Line: 541-386-2620 in Hood River; Sherman and Wasco counties: 541-296-5452

Morrow

Community Counseling Solutions
Main Line: 541-676-9161

Multnomah

Multnomah County Developmental Disability Program

Main Line: 503-988-3658

Polk

Polk County Mental Health Program

Main Line 503-831-5969

Sherman

Mid-Columbia Center for Living

Main Line: 541-386-2620

Tillamook

Tillamook Family Counseling Center

Main Line: 503-842-8201

Umatilla

County Developmental Disability Program for Umatilla
County

Main Line: 541-276-0452

Union

Center for Human Development, Inc.

Main Line: 541-962-8800

Wallowa

Wallowa Valley Center for Wellness

Main Line: 541-426-4524

Warm Springs

Confederated Tribes of Warm Springs

Main Line: 541-553-3205

Wasco

Mid-Columbia Center for Living

Main Line: 541-386-2620

Washington

Washington County Developmental Disability Program

Main Line: 503-846-3150

In-take Line 503-846-4737

24 hr. Crisis Line- 503-291-9111

Wheeler

Community Counseling Solutions

Main Line: 541-676-9161

Yamhill

Yamhill County Developmental Disability Program

Main Line 503-434-7460

ADDICTIONS AND MENTAL HEALTH (AMH) SERVICES IN OREGON

The Addictions and Mental Health division (AMH) of the Oregon Health Authority provides Oregonians access to mental health and addiction services and supports meeting the needs of adults and children to live, be educated, work and participate in their communities and to help them achieve optimum physical, mental and social well-being. This is done by working in partnership with individuals and their families, counties, other state agencies, providers, advocates and communities.

AMH is responsible for these key areas:

- Substance abuse and problem gambling prevention services
- Substance abuse and problem gambling treatment services
- Children and Adult Mental health services
- Maintaining custody of persons committed to the state by courts for care and treatment of mental illness
- Managing the state hospital system

Oregon's prevention system aspires to:

- Create and disseminate programs for parents with children ages 10-14;
- Develop a methamphetamine prevention curriculum for Oregon's children;
- Provide workplace prevention training and assistance to employers; and
- Supply a consistent statewide prevention program for all communities.

Oregon's addictions treatment system aspires to:

- Provide appropriate family-based treatment for youth with co-occurring (addictions and mental health) disorders;
- Appropriately serve more than 400 adults with co-occurring disorders;
- Provide outpatient substance abuse and problem gambling treatment for individuals;
- Provide culturally and linguistically competent addictions treatment to reduce health disparities;
- Ensure provider pay reflects the cost of providing efficient and effective services;
- Provide sufficient alcohol-and drug-free housing to support recovery; and
- Collect comprehensive data and use it for management of performance.

Oregon's community mental health treatment system aspires to:

- Provide the necessary array of community services to help individuals be successfully integrated in the community of their choice;
- Fully develop a broad array of peer recovery support services;
- Improve access to community-based mental health services for children and their families;
- Develop strategies to help prevent hospitalization and unnecessary crises.
- Ensure access to care by increasing payment rates to reflect the cost of providing critical services;
- Provide appropriate mental health services for older Oregonians.
- Provide statewide early intervention services targeted to adolescence and young adults; and
- Collect comprehensive data and use it for management of performance.

Contact your Community Mental Health Program

<http://www.oregon.gov/oha/amh/pages/cmh-programs.aspx>

OREGON MENTAL HEALTH SERVICES

Baker

Shari Selander, LMSW, Executive Director
Mountain Valley Mental Health Programs
PO Box 649
Baker City, OR 97814
Information/**Crisis line: 541-523-3646**
FAX: 541-523-7602
TTY #: 1-800-735-2900 (O.R.S.)
sselander@ndninc.org
Cell: 541-519-7913
"MTN Valley MH staff provide 24 hour 7 day per week crisis services"

Benton

Mitch Anderson, Director
Benton Co Mental Health Program
Benton Co Health Department
530 Northwest 27th Street
Corvallis, OR 97330-5223 **Shuttle**
Information: 541-766-6835
Crisis Line: 1-888-232-7192
FAX: 541-766-6186
TTY: 541-766-6759
mitchell.c.anderson@co.benton.or.us
Tammy Shandy, Mitch Anderson's Assist: 541-766-6238
Jeanne Nelson: 541-766-6620 or 541-740-7464
MH and Addictions Program Mgr [jeanne](mailto:jeanne.nelson@co.benton.or.us).
nelson@co.benton.or.us
ABHA is after hrs provider

Clackamas

Cindy Becker, Director
Clackamas Co Health, Housing, & Human Services
Public Services Bldg-3rd Floor
2051 Kaen Rd, Room 367
Oregon City, OR 97045
Information: 503-742-5300
Crisis/After Hour Calls: 503-655-8585
FAX: 503-742-5301 - Administration
TTY: 503-655-8388
cbecker@co.clackamas.or.us
Karen Erwin, Cindy Becker's Assist: 503-742-5310
karene@co.clackamas.or.us
Jill Archer: 503-650-5696
Fax: 503-742-5311
Behavioral Health Division Director
jarcher@co.clackamas.or.us
Linda Anderson or Jaymi Stark, Deborah's Assist:
503-655-8625
landerson@co.clackamas.or.us
Each clinic has own phone #
Answering Service for after hours directly contacts MH staff.

Clatsop

Sumuer Watkins, Executive Director
Clatsop Co Department of Public Health
2120 Exchange St., Suite 301

Astoria, OR 97103
Information/**Crisis after hrs: 503-325-5722**
FAX: 503-325-8483
TTY: 503-338-6511
Sumuer Watkins-503-325-8500 x1912
Fax: 503-325-8678
sumuerw@clatsopbh.org
"Protoc Roland Migchielsen, Director

Columbia Community Mental Health, Inc
PO Box 1234 (Mail)
St. Helens, OR 97051
Information/**Crisis after hrs: 503-397-5211**
FAX: 503-397-5373
TTY: 1-800-735-2900 (O.R.S.)
Roland Migchielsen: 503-397-5211 x201
rolandm@ccmh1.com
"Protocall" is after hrs. provider

Coos

Ginger Swan, MA, Public Health Administrator
David Geels CMHP Director
Coos Co Mental Health Program
1975 McPherson Street, Suite #2
North Bend, OR 97459
Information: 541-751-2500
Crisis Line: 541-751-2550
FAX: 541-751-2661
TTY: 1-800-822-5522
David.Geels@mh.co.coos.or.us
ginger.swan@mh.co.coos.or.us
"Protocol" is after hrs. provider

Crook

Scott Willard, Director
Crook Co Mental Health Program
Lutheran Community Services
365 NE Court St.
Prineville, OR 97754
Information: 541-447-7441
Crisis Line: 1-888-232-7192
FAX: 541-447-6694 (Courthouse, City Hall)
TTY: 1-800-735-2900 (O.R.S.)
swillard@lcsnw.org
Patty Roberts, Scott Willard's Assist:
proberts@lcsnw.org
ABHA is after hrs provider

Curry

Carol Raper, Interim Director of Mental Health and Addictions
Curry Community Health
29821 Colvin St.
PO Box 746 (Mail)
Gold Beach, OR 97444
Information: 541-247-4082
Toll Free: 1-877-739-4245
Crisis Line: 1-877-519-9322
FAX: 541-247-5058 TTY: 1-800-735-2900 (O.R.S.)
raperc@co.curry.or.us
Coos Co. CRC staffs after hour services **all**" is after hrs provider

Deschutes

DeAnn Carr, Behavioral Health Deputy Director
Deschutes Co Health Services
2577 NE Courtney Drive
Bend, OR 97701
Information: 541-322-7500
Crisis Line: 1-888-232-7192
FAX: 541-322-7565
TTY: 541-322-7610
(All AMH business will be directed to DeAnn Carr)
Deann.carr@deschutes.org
Scott Johnson, Director: 541-322-7502
scott_johnson@co.deschutes.org
Kathy Drew, Scott Johnson's Assist:
kdrew@deschutes.org
ABHA is after hrs provider

Douglas

Peggy Madison, Director
Douglas Co Health & Social Services Dept.
621 West Madrone Street
Roseburg, OR 97470
Information/**Crisis after hrs: 541-440-3532**
FAX: 541-440-3554
TTY: 541-464-3810
Peggy Madison: 541-440-3616
pemadison@co.douglas.or.us
Janet Holland, LCSW, MH Program Mgr.
jhollan@co.douglas.or.us
"Protocall" is after hrs provider

Gilliam/Morrow/Wheeler

Kimberly Lindsay, Director
Community Counseling Solutions
PO Box 469
120 South Main Street
Heppner, OR 97836
Information: 541-676-9161
FAX: 541-676-5662
TTY: 1-800-735-2900 (O.R.S.)
kimberly.lindsay@gobhi.net
NOTE: Call 911 for after hrs. crisis services

Grant

Kimberly Lindsay, Executive Director
Community Counseling Solutions
PO Box 469
Heppner, OR 97836
Office Location:
528 E. Main St., Suite W
John Day, OR 97845
Information: 541-575-1466
FAX: 541-575-1411 (Courthouse)
TTY: 1-800-735-2900 (O.R.S.)
kimberly.lindsay@gobhi.net
Call Police office – recording gives 911#

Harney

Chris Siegner, Director
Symmetry Care
348 W Adams

Burns, OR 97720
Information/**Crisis #: 541-573-8376**
FAX: 541-573-8378
TTY: 1-800-735-2900 (O.R.S.)
chris.siegner@gobhi.net
"Protocall" is after hrs provider

Hood River/Sherman/Wasco

Barbara Seatter, MS, Executive Director
Mid-Columbia Center for Living
419 E Seventh Street, Suite 207
The Dalles, OR 97058
The Dalles Information: 541-296-5452
The Dalles FAX: 541-296-9418
TTY: 1-800-735-2900 (O.R.S.)
Hood River:
1610 Woods Ct., Hood River 97031
Hood River Information: 541-386-2620
Hood River FAX: 541-386-6075
TTY: 1-800-735-2900 (O.R.S.)
barbara.seatter@mccfl.org
"Protocall" answers all after hrs. crisis calls

Jackson

Mark J. Orndoff, Director
Jackson Co Health and Human Services
1005 E Main Street
Medford, OR 97504-7459
Information/**Crisis Line: 541-774-8201**
FAX: 541-776-7062
TTY: 541-734-3708, 1-800-874-9426
Mark Orndoff: 541-774-7878
Fax: 541-774-7980
orndofmj@jacksoncounty.org
Stacy Brubaker 541-774-8146
brubaksj@jacksoncounty.org **"Community Works"** is
after hrs provider

Jefferson

Rick Treleaven, Director
Best Care Treatment Services **Admin. Office**
PO Box 1710 340 NW 5th St Ste. 203
Redmond, OR 97756 Redmond, OR 97756
541-516-4099
Redmond Information: 541-504-9577
Crisis Line: 1-888-232-7192
FAX: 541-504-1195 TTY: 1-800-735-2900 (O.R.S.)
Rick Treleaven: 541-516-4099
rickt@bestcaretreatment.org

Tom Machala, Director
Jefferson Co Public Health Dept.
715 SW 4th Street, Suite C
Madras, OR 97741
Services at this address:
125 SW C Street / Madras, OR 97741
Madras Information: 541-475-6575
Crisis Line: 1-888-232-7192
FAX: 541-475-0132 TTY: 1-800-735-2900 (O.R.S.)
Tom Machala: 541-475-4456
tom.machala@co.jefferson.or.us
ABHA is after hrs provider

Josephine

Karla McCafferty, Executive Director
Options for Southern Oregon, Inc.
1215 SW "G" Street
Grants Pass, OR 97526
Phone: 541-476-2373
Information/**Crisis Line: 541-474-5360**
FAX: 541-476-1526
TTY: 541-472-5861
Karla McCafferty: 541-476-2373 x1107
kmccafferty@optionsonline.org
Darlene Ponder, Karla McCafferty's Assist: 541-244-4136
dponder@optionsonline.org
CRC provides after hr services

Klamath

Stan Gilbert
Klamath Youth Development Center
2210 Eldorado Avenue
Klamath Falls, OR 97601
Information: 541-882-7291
Phone: 541-883-1030
FAX: 541-884-2338
(All e-mails will be sent to Patty)
Patty Card, Stan Gilbert's Assistant:
pcard@klamathyouth.org
"Centertell" is after hrs. provider

Lake

Benjamin Paz, Interim Director
Lake Co Mental Health
215 North G Street
Lakeview, OR 97630
Information: 541-947-6021
Toll Free: 1-877-456-2293
**Crisis Line: 541-947-2114 or
1-800-735-2900 (O.R.S.)**
FAX: 541-947-6020
benjamin.paz@lakecountymh.org
Lake District Hospital is after hrs. provider

Lane

Karen Gaffney, Acting Director
Lane Co Behavioral Health
125 E. 8th Avenue
Eugene, OR 97401
Mailing address:
151 W. 7th #520
Eugene, OR 97401
Information: 541-682-3608
Crisis Line: 541-687-4000
FAX: 541-682-3276 TTY: 541-682-7540
Karen Gaffney: 541-682-3942
Fax: 541-682-3804
karen.gaffney@co.lane.or.us
Mental Health office location:
Teresa Davigo, MH Program Mgr
2411 Martin Luther King Jr Blvd
Eugene, OR 97401 Shuttle
Teresa.Davigo@co.lane.or.us
541-682-3263

Lincoln

Barbara Turrill, Behavioral Health Division Dir.
Lincoln Co Health & Human Services
36 SW Nye Street
Newport, OR 97365
Information: 541-265-4179
Crisis Line: 1-888-232-7192
FAX: 541-265-4194
TTY: 541-265-6915
Barbara Turrill: 541-265-0530
Fax: 541-574-6252
bturrill@co.lincoln.or.us
ABHA is after hrs. provider

Linn

Frank Moore, Director
Linn Co Health Services
PO Box 100
445 3rd Ave SW
Albany, OR 97321 Shuttle
Information: 541-967-3866
Crisis Line: 1-800-560-5535
FAX: 541-928-3020
TTY: same as information #
Frank Moore: 541-924-6916 x2052
fmoore@co.linn.or.us
Northwest Human Services is after hrs. provider

Malheur

Rick George, Community Mental Health Director
Lifeways, Inc., Malheur
702 Sunset Drive
Ontario, OR 97914
rgeorge@lifeways.org
541-823-9012
Information/**Crisis Line: 541-889-9167**
FAX: 541-889-7873
TTY: 1-800-735-2900 (O.R.S.)
"Protocol" is after hrs. provider
***Judy Cordeniz, Executive Director, Lifeways, Inc.**
rgeorge@lifeways.org
jcordeniz@lifeways.org

Marion

Roderick Calkins, PhD, Administrator
Marion Co Health Dept.
3180 Center Street NE
Salem, OR 97301 Interagency Shuttle
Adult MH Services: 503-588-5351
Children's MH Services: 503-588-5352
Administration Office #: 503-588-5357
Crisis #: 503-585-4949
FAX-Administration: 503-364-6552
FAX-Adult Mental Health: 503-585-4908
FAX-Children's Services: 503-585-4990
FAX-MR/DD: 503-588-5290
TTY: 503-588-5400
rcalkins@co.marion.or.us
Lisa Duerksen, Calkin's Assist: 503-585-4903
lduerksen@co.marion.or.us
Northwest Human Services is after hrs. provider
Whitebird Clinic is after hrs. provider

Morrow/Wheeler/Gilliam

Kimberly Lindsay, Director
 Community Counseling Solutions
 PO Box 469
 120 South Main Street
 Heppner, OR 97836
 Information: 541-676-9161
 FAX: 541-676-5662
 TTY: 1-800-735-2900 (O.R.S.)
kimberly.lindsay@gobhi.net

NOTE: Call 911 for after hrs. crisis services

Multnomah

David Hidalgo, MHASD Division Director,
 Office of Mental Health & Addiction Services
 421 SW Oak Street, Suite 520, B167
 Portland, OR 97204
 Director-503-988-3076 Shuttle
 Information: 503-988-5464
After Hrs Crisis Svcs: 503-988-4888
 FAX-Contracts: 503-988-3379
 FAX: 503-248-3926 or 503-988-3926
 TTY: 503-988-5866
david.a.hidalgo@multco.us
 Julie Osborn, David Hidalgo's Assist: 503-988-4055
julie.osborn@multco.us
 Susan Myers, Director, Co Human Services
 Multnomah Co Dept. of Human Services
susan.myers@multco.us
 Jodi Shaw, Susan Myer's Assist: 503-988-4472
jodi.k.shaw@multco.us

Polk

Noelle Carroll, Director
 Polk Co Human Services Department
 182 SW Academy, Suite 310
 Dallas, OR 97338-1922
 Information: 503-623-9289
Crisis Line: 1-800-560-5535
 FAX: 503-623-2731
 TTY: 1-800-735-2900 (O.R.S.)
carroll.noelle@co.polk.or.us
Northwest Human Services is after hrs. provider

Sherman/Hood River/Wasco

Barbara Seatter, MS, Executive Director
 Mid-Columbia Center for Living
 419 E Seventh Street, Suite 207
 The Dalles, OR 97058
 The Dalles Information: 541-296-5452
 The Dalles FAX: 541-296-9418
 TTY: 1-800-735-2900 (O.R.S.)
 Hood River:
 1610 Woods Ct., Hood River 97031
 Hood River Information: 541-386-2620
 Hood River FAX: 541-386-6075
 TTY: 1-800-735-2900 (O.R.S.)
barbara.seatter@mccfl.org
"Protocol" answers all after hrs. crisis calls

Tillamook

Frank Hanna-Williams, Director
 Tillamook Family Counseling, Inc.
 906 Main Avenue
 Tillamook, OR 97141
 Information/**Crisis Line:** 503-842-8201
 FAX: 503-815-1870
 TTY: 1-800-735-2900 (O.R.S.)
frankhw@tfcc.org
"Protocol answers all after hrs. crisis calls"

Umatilla

***Umatilla**
 Mike Gregory, Community Mental Health Director
 Lifeways, Inc., Umatilla
 331 SE 2nd Street
 PO Box 987
 Pendleton, OR 97801-2139
 Information: 541-276-6207
 FAX: 541-276-4628
 TTY: 1-800-735-2900 (O.R.S.)
After hrs #: 1-866-343-4473
mgregory@lifeways.org
***Judy Cordeniz, Executive Director, Lifeways, Inc.**
jcordeniz@lifeways.org

Union

Dwight Dill, Director
 Center for Human Development for Union County
 2301 Cove Ave
 La Grande, OR 97850
 Information: 541-962-8800
Crisis Line: 541-962-7126
 FAX: 541-963-5272
 TTY: 1-800-735-2900 (O.R.S.)
 Dwight Dill: 541-962-8845
ddill@chdinc.org
"Protocol" is after hrs. provider

Wallowa

Stephen Kliewer, DMin, Director
 Wallowa Valley Center for Wellness
 PO Box 268
 Enterprise, OR 97828
 Information: 541-426-4524
Crisis Line: 541-398-1175
 FAX: 541-426-3035
 TTY: 1-800-735-2900 (O.R.S.)
stephen.kliewer@gobhi.net
wallowawellness@gmail.com
Mental Health Staff on call for after hours help

Wasco/Hood River/Sherman

Barbara Seatter, MS, Executive Director
 Mid-Columbia Center for Living
 419 E Seventh Street, Suite 207
 The Dalles, OR 97058
 The Dalles Information: 541-296-5452
 The Dalles FAX: 541-296-9418
 TTY: 1-800-735-2900 (O.R.S.)

Hood River:

1610 Woods Ct., Hood River 97031
Hood River Information: 541-386-2620
Hood River FAX: 541-386-6075
TTY: 1-800-735-2900 (O.R.S.)
barbara.seatter@mccfl.org
"Protocol" answers all after hrs. crisis calls

Washington

Kristin Burke, Director
Washington Co Department of Health & Human Serv.
155 N 1st Avenue, Suite 250, MS-70
Hillsboro, OR 97124 Shuttle
Information: 503-846-8881
MH Services: 503-846-4736
Crisis Line: 503-291-9111
FAX: 503-846-3149
TTY: 503-846-8601
Kristin Burke: 503-846-3141 / Direct #: 503-846-4563
kristin_burke@co.washington.or.us

Wheeler/Gilliam/Morrow

Kimberly Lindsay, Director
Community Counseling Solutions
PO Box 469
120 South Main Street
Heppner, OR 97836
Information: 541-676-9161
FAX: 541-676-5662
TTY: 1-800-735-2900 (O.R.S.)
kimberly.lindsay@gobhi.net
NOTE: Call 911 for after hrs. crisis services

Yamhill

Silas Halloran-Steiner, Director
Yamhill Co Health & Human Services
627 N.E. Evans
McMinnville, OR 97128
Information: 503-434-7523
Crisis Line: 1-800-560-5535
FAX: 503-434-9846
TTY: 1-800-735-2900 (O.R.S.)
Silas Halloran-Steiner: 503-434-7525 x4740
halloras@co.yamhill.or.us
Mailing address:
412 NE Ford Street
McMinnville, OR 97128
Tara Geelan, Silas Halloran-Steiner Assist: 503-474-4973
geelant@co.yamhill.or.us
Northwest Human Services is after hrs provider

Confederated Tribes of Warm Springs

Shilo Tippet, Director
Confederated Tribes of Warm Springs
PO Box C
Warm Springs, OR 97761
Information: 541-553-3205
FAX: 541-553-3428
TTY: 1-800-735-2900 (O.R.S.)
shilo.tippet@wstribe.org

Assoc of OR Community MH Programs

Cherryl Ramirez, MPH, MPA, Executive Director
Association of Oregon Community MH Programs
1201 Court Street NE, Suite 201
Salem, OR 97301
Information: 503-399-7201
FAX: 503-589-3101
cramirez@aocweb.org
Diana Bronson Cherryl Ramirez Asst.
dbronson@aocweb.org
NOTE: Not a CMHPD, but would like to receive a copy of all mailings to CMHPDs.

Association of Oregon Counties

Ashley Horne, Policy Manager
Association of Oregon Counties
PO Box 12729
Salem, OR 97309-0729
Information: 503-585-8351
ahorne@aocweb.org
NOTE: Not a CMHPD, but would like to receive a copy of all mailings to CMHPDs.

Greater Oregon Behavioral Healthcare, Inc. (GOBHI)

Kevin Campbell, CEO
Greater Oregon Behavioral Health, Inc.
309 East 2nd St.
The Dalles, OR 97058
Work: 541-298-2101
FAX: 541-298-7996
Kevin Campbell Mobile #: 541-490-3263
kevin.campbell@gobhi.net
Telecare Corp-Direct
Ross Peterson
1080 Marina Village Parkway Suite 100
Alameda, CA 94501
rpeterson@telecarecorp.com

Luke-Dorf-Direct

John Trinh
11895 SW Greenburg Rd
Tigard, OR 97223
Mailing address:
10313 SW 69th Ave
Tigard, OR 97223
jtrinh@luke-dorf.org

ColumbiaCare

Bob Beckett
bbeckett@columbiacare.org

****O.R.S.=Oregon Relay Service for Hearing Impaired Persons**

If you need an updated version of this document, email Shannon McFadden, Shannon.m.mcfadden@dhsosha.or.us
I:\AMH

WORK INCENTIVES PLANNING AND ASSISTANCE (WIPA) PROJECT

The Work Incentives Planning and Assistance (WIPA) project—***Plan for Work***—has returned to Disability Rights Oregon. Our Community Work Incentives Coordinators at ***Plan for Work*** offer no cost Benefits Counseling Services to SSI and SSDI beneficiaries between the ages of 14 to full retirement age, who want to work or are currently employed and live in Oregon or Washington’s southern counties of Benton, Clark, Cowlitz, Franklin, Klickitat, Lewis, Pacific, Skamania, Wahkiakum, and Walla Walla.

While ***Plan for Work*** does not help individuals find jobs, our Community Work Incentives Coordinators (CWICs) help Social Security beneficiaries become better equipped to make informed choices about work.

Plan for Work CWICs:

- provide individualized work incentives planning and assistance;
- help beneficiaries and their families understand what other Federal or State work incentives programs are available;
- refer beneficiaries with disabilities to appropriate Employment Networks or State Vocational Rehabilitation (VR) agencies;
- provide general information about potential employer-based or federally subsidized health benefits coverage available to beneficiaries once they enter the workforce; and
- inform beneficiaries with disabilities of further protection and advocacy services available to them.

To refer a person to ***Plan for Work***, have them call our Intake line at 503-243-2081 x227. One of our CWICs will then contact this person.

If you have further questions about ***Plan for Work***, please call Arlene Jones, Project Coordinator, at 503-243-2081 x205 or 1-800-452-1694 x205, or send an email to ajones@DROregon.org. We are looking forward to working with you and your clients.

Summary of Performance

Student Name _____ Birth Date _____ Student ID # _____

Attending School _____ Case Manager _____

Anticipated Exit Date _____ (mm/yy)

Summary of Student's Academic Achievement and Functional Performance:

Student's Post-secondary Goals: *(from IEP)*

Recommendations to Assist Student in Meeting Post-secondary Goals:

Name/Title: _____ Phone: _____

School: _____ Date: _____

This form is used to:

1. Comply with the new requirement for a “Summary of Performance” in IDEA 2004, Sec. 614(c)(5)(B)(ii).

The Summary of Performance:

- a. Provides information to students who are graduating with a regular diploma to assist them in meeting their post-secondary goals; and
 - b. Provides information to students who are leaving school because they exceed the age of eligibility for a free appropriate public education (end of school year in which they turn 21) to assist them in meeting their post-secondary goals.
2. IDEA 2004 does not explicitly require a Summary of Performance for students who are leaving school before the end of their entitlement period due to graduation with a modified diploma or another diploma or certificate. ODE recommends that school districts provide a Summary of Performance for these students also.

Directions:

1. Enter student’s name, birth date and student ID number.
2. Enter attending school and name of case manager.
3. Enter anticipated exit date. The exit date should be the same as the exit date information on the student’s IEP.
4. Write a summary of the student’s academic achievement and functional performance. This statement may include:
 - How the student’s disability has affected the student’s academic achievement and functional performance;
 - The student’s academic and functional strengths;
 - The results of the student’s most recent state or district assessments;
 - The results of any college entrance examinations (e.g. SAT, ACT);
 - The results of the most recent special education evaluation of the student;
 - Whether the student is graduating with a regular diploma, and whether the student achieved a Certificate of Initial Mastery (CIM);
 - A description of any other exit document the student earned in high school (e.g. modified diploma, certificate of attendance or achievement);
 - Any honors or special awards the student achieved in high school; and
 - Any vocational or extracurricular accomplishments of the student.
5. List the student’s post-secondary goals from the student’s most current IEP.
6. Write any recommendations for assisting the student in meeting the student’s post-secondary goals after the student exits from K-12 education. These recommendations may include:
 - Recommendations for accommodating the student’s disability in the workplace or post-secondary education setting; and
 - Recommendations for assisting the student to achieve the student’s post-secondary goal(s).
7. Enter name and title of teacher or provider completing summary, the name of the school and school district, and a contact phone number for the teacher or provider, and the date of completion of this document.