

NAVIGATING THE TRANSITION TO ADULTHOOD:

A Planning Guide for Families and Youth with Special Needs



**Aging and Disability Resource Center
of Waukesha County
514 Riverview Avenue
Waukesha, WI 53188**

Office Hours

Monday through Friday
8:00am - 4:30pm
(262) 548-7848

www.waukeshacounty.gov/ADRC



Navigating the Transition to Adulthood: A Planning Guide for Families and Youth with Special Needs

Developed by the Aging and Disability Resource Center (ADRC) of Waukesha County

The Aging and Disability Resource Center (ADRC) of Waukesha County is pleased to present this comprehensive guide to assist students with disabilities and their families during the critical transition from adolescence to adulthood. With input from the Waukesha County Department of Health and Human Services Child and Family Coordinated Services Division, and parents of youth who have experienced, or will soon experience, this transition, our goal is to provide valuable information and resources to ensure a smooth and effective journey into adulthood.

OVERVIEW

This publication offers insights into the following key areas:

- **Understanding the Transition Process:** We outline the changes that occur during this pivotal phase, emphasizing the importance of planning and preparation.
- **Timelines and Milestones:** Discover the timeline for transitioning and the critical milestones to achieve along the way.
- **Rights and Responsibilities:** Learn about your new rights and responsibilities as you enter adulthood, including legal considerations and decision-making.
- **Assessing Care Needs:** Understand how to evaluate your immediate and future care requirements, ensuring that you receive the necessary support.
- **Resources and Support:** Access links to local organizations and resources within Waukesha County that can empower you to make informed choices as an adult.

GETTING STARTED

As you approach your 18th birthday, the ADRC stands ready to assist you, your family, and your transition team. Our goal is to make the transition process seamless, productive, and less stressful. We'll help you identify essential questions and tailor answers to your unique situation.

Remember, you're not alone on this journey. Let us guide you toward a successful transition into adulthood!

KEY QUESTIONS ADDRESSED IN THIS GUIDE:

- Youth Services vs. Adult Services
- Publicly Funded Long-Term Care
- Legal Rights and Responsibilities
- Supporting Yourself and Managing Finances
- Healthcare Management
- Housing and Living Arrangements
- Education and Employment
- Finding Help and Guidance

Reach out to the Aging and Disability Resource Center (ADRC) in your area. They offer information, assistance, and advocacy to help you navigate these changes at no cost.

TABLE OF CONTENTS

Transition Planning Roles.....	5
Transition Planning Timeline.....	6-7
What Does it Mean to Be an Adult?.....	8
Aging and Disability Resource Center (ADRC).....	9
Publicly Funded Long-Term Care Programs	10-11
What is the "Long-Term Care Functional Screen"?.....	12
Transitioning to Adult Health Care.....	13
Health Insurance Options	14
Social Security: A Few Things You Should Know.....	15
Decision Making as an Adult: What are the Options?	16
Decision Making Support Options.....	17
Guardianship	18
Resources for Decision Making as an Adult.....	19
Community Housing Options	20
Employment Strategies and Options.....	21-22
DVR: Division of Vocational Rehabilitation.....	23
Post-Secondary Education Options.....	24-25
Transportation Options & Driving Education.....	26
Assistive Technology.....	27
Advocacy Agencies.....	28
Transition Checklist.....	29

Transition Planning

Good Transition Planning Includes a Role for Everyone!

Student Role

- Identify interests, talents, and passions to pursue after leaving high school
- Actively participate in the Individualized Education Plan (IEP) process
- Identify employment
- Identify independent living goals
- Identify supports (people and resources) that can help achieve those goals
- Stay in school
- Develop self-determination and self-advocacy skills

Parent/Family Role

- Help my child identify his/her interests, talents, and passions.
- Work with the IEP team to address transition related goals (e.g. employment, independent living).
- Work with my child to complete activities toward achieving their post school goals.
- Collaborate and communicate with identified support systems (e.g., school, adult services).
- Support my son/daughter in advocating for him/herself.

Teacher Role

- Develop an understanding of the student's abilities, interests, and passions.
- Develop and implement transition plan with student and family.
- Work with student and family to complete activities toward achieving post school goals.
- Collaborate and communicate with identified support systems (e.g., families, school, adult services).
- Support the student in advocating for themselves.

Knowing the role you and others play in the right to self-determination will help you make choices that align with your interests, needs and abilities. Knowing your strengths, weaknesses and understanding your abilities will help in your quest towards self-advocacy and independence. Proper planning with confidence and support in your choices as you move into adulthood will lead you on the path to success.

Transition Planning Timeline

Grades 8 - 10

GRADES 8-9

- Continue to learn basic academics (reading, math, & writing).
- Develop self-determination and self advocacy skills.
- Discover and identify interests, passions, and abilities.
- Learn about your disability and its impact on your learning.
- Explore employment options (volunteering, job shadowing, and career exploration).
- Participate in the IEP process.
- Complete a 4, 5, or 6 year plan for high school
- Consider college prep classes if appropriate.

GRADES 9-10

- Continue to build on academic skills.
- Continue to develop self-advocacy skills (be able to describe your disability and your needs).
- Learn more about how your interests and goals relate to your disability and your job/career goals.
- Learn more about your disability and begin to express needed learning supports.
- Volunteer in your community and/or begin looking for a part time job.
- Become a more active participant in your IEP.
- Begin a career portfolio (resume, letters of reference, copies of job applications).
- Participate in a functional vocational evaluation at your school.

QUESTIONS TO CONSIDER

Students

- What do I do well?
- What do I like to do?
- What do I want to do after high school?
- What do I do for fun?
- What do I need help with and who can help me?

QUESTIONS TO CONSIDER

Students

- What are my dreams for my future?
- What accommodations for my disability do I need in school, at home, or on the job and can I describe them?
- Where do I want to live after high school?

Parents

- What are my child's strengths, weaknesses, and interests?
- Do I help develop self-advocacy and self-determination by providing opportunities to make decisions and choices at home?
- Do I help my child develop goals for education, employment, and independent living?

Parents

- What do I know about guardianship and adult rights and responsibilities?
- Where will my child live after high school?
- How will I support my child in finding and keeping a job?

Transition Planning Timeline

Grades 11 - 12

GRADE 11

- Continue career exploration based upon areas of interest and abilities.
- Take college admissions tests for 2-4 year colleges, if appropriate.
- Begin to understand adult rights and responsibilities.
- Contact the Department of Vocational Rehabilitation (DVR) four (4) semesters before graduation.
- Begin researching service providers in your area.
- Continue exercising self-advocacy skills.
- Develop strategies for transportation (driver's license, independent travel skills, public or para transit, with or without an attendant).

GRADE 12

- Finalize post high school goals for employment, vocational training, and housing.
- Apply to a technical school or 4 year college.
- Consider staying in school through age 21 to gain additional work experiences and complete educational objectives.
- At age 17 years & 6 months, contact the local Aging and Disability Resource Center (ADRC) for options counseling that will help you plan and make informed decisions about opportunities available to you as well as information about long term care programs.
- Complete final IEP addressing graduation and life after high school.
- Participate in school sponsored work activity or in paid community based work programs.
- At age 18, contact Social Security for an adult disability determination, if appropriate.

QUESTIONS TO CONSIDER

Students

- How will I deal with transportation issues?
- What have I learned about the required training to achieve my career/job goals?
- What caring adults do I know that may act as mentors for me in the school and community?

QUESTIONS TO CONSIDER

Students

- How much money will I need after high school?
- What do I see myself doing immediately after completing high school?
- What do I like to do with my free time?
- How will I manage my health needs?

Parents

- Have I determined the level of decision making support that will be needed?
- Do I encourage positive talk about the future (jobs, family, and housing)?
- What do I anticipate my child's living arrangements will be?

Parents

- What do I know about adult service agencies?
- What supports (people, accommodations, technology) will my son/daughter need in order to succeed in work or postsecondary education?

SERVICE PROVIDERS

Service providers are agencies, some run by the government, others run by private individuals, that can assist individuals with employment, housing, recreation, and other supports needed to live as independently as possible.

What does it mean to be an adult?

In Wisconsin, you are considered an adult after age 18, except for criminal law purposes (you're treated as an adult at age 17).

What does it mean to be an adult?

If you are not under legal adult guardianship, you have certain new rights which are associated with turning 18.

What are some of your rights?

- Vote in national, state, and local elections.
- Create a Will or Power of Attorney.
- Marry without the consent of your parents or guardian.
- Obtain medical treatment without your parents' permission.
- Apply for credit.
- Serve in the armed forces.
- Support yourself because your parents are no longer required to support you.
- Sign contracts and other legal documents.

Action Steps to Take at 18

- Males - Register with the Selective Service at www.sss.gov.
- Apply for benefit related support by reaching out to the Social Security Administration at 800-772-1213 or online at www.ssa.gov.
- At age 17 years & 6 months, reach out to the Aging and Disability Resource Center (ADRC) of Waukesha County at (262) 548-7848 or www.waukeshacounty.gov/adrc



Aging and Disability Resource Center (ADRC)

The Aging and Disability Resource Center (ADRC) serves as a comprehensive resource hub, offering a streamlined and coordinated system for individuals seeking accurate and unbiased information related to long-term services and supports. Our services are designed to assist older adults, people with disabilities, and their caregivers. Here are some of the key services provided by the ADRC:

- **Information and Referral:** The ADRC acts as a single entry point, providing reliable information on a wide range of topics. Whether you're looking for details about adult service agencies, independent living options, recreational opportunities, or transportation, we're here to assist.
- **Long-Term Care Programs:** We guide individuals through publicly funded long-term care programs, ensuring they have access to the services they need. This includes eligibility determination, functional screenings, and financial assessments.
- **Disability Benefits Counseling:** We offer support when applying for benefits, dealing with benefit denials, and understanding how to maintain Social Security benefits while working. Disability Benefit Specialists (DBS) collaborate closely with information and assistance specialists and assist individuals aged 18 to 59 who experience various disabilities.
- **Youth Transitional Services:** As you approach your 18th birthday, the ADRC can assist you, your family, and your transition team. Our goal is to make the process seamless, productive, and less stressful. We'll help you identify essential questions and tailor answers to your unique situation.
- **Access via Phone or Home Visit:** You can reach out to your local ADRC via telephone or schedule a home visit. We're committed to making our services accessible to everyone.
- **General Information:** Regardless of age or ability, individuals can obtain general information by contacting the ADRC.

Remember, our goal is to empower individuals with accurate information and connect them with the resources they need. Feel free to reach out to your local ADRC for personalized assistance.



To determine eligibility and, if appropriate, apply for publicly funded long term care services, contact the ADRC of Waukesha County.

(262) 548-7848

www.waukeshacounty.gov/ADRC



SCAN ME

Publicly Funded Long-Term Care Programs

Long-term care is any service or support that a person may need as a result of getting older or having a disability that limits their ability to do the things that are part of their daily routine. This includes things such as bathing, getting dressed, making meals, going to work, and paying bills.

Individuals interested in learning more about their options for long-term care should contact their local Aging and Disability Resource Center (ADRC) or tribal Aging and Disability Resource Specialist (ADRS), where available. ADRC and tribal ADRS services are available to everyone, whether or not they are eligible for publicly funded long-term care or other Medicaid programs. Publicly funded long-term care programs in your area include Family Care; Include, Respect, I Self-Direct (IRIS); and Partnership. It may take one to three months to determine eligibility and enroll into a long-term care program.

To be eligible for these long-term care programs, you must:

- Be aged 65 or older, **OR** an adult with a disability.
- Meet applicable requirements for Wisconsin residency.
- Have long-term care service needs that meet program functional eligibility requirements.
- Meet financial eligibility requirements.

People receiving a long-term care benefit may be required to pay a cost share to the long-term care program they choose to enroll in. The income maintenance agency will determine the amount of your cost share, if applicable. The ADRC or tribal ADRS will explain these requirements to you.

Once your eligibility for long-term care has been determined, the ADRC or tribal ADRS will provide information about the options available to you. Options may include enrollment in Family Care, IRIS, or Partnership. You may also be able to choose to receive services through the Medicaid fee-for-service system or to privately pay for services.

Steps to Enrollment

1. Functional Eligibility

The ADRC will visit with you to complete the Long-Term Care Functional Screen. The screen will assess your level of need for services and determine your functional eligibility for a publicly funded long-term care program.

2. Financial Eligibility

If you are a full-benefit Medicaid recipient, you will not need to complete the financial application process, but will need to answer some additional questions to ensure that you meet the financial eligibility criteria for publicly funded long-term care programs.

If you are not a current full-benefit Medicaid recipient, the ADRC or tribal ADRS will help you contact an income maintenance agency and provide any necessary assistance with the application that determines your financial eligibility.

3. Enrollment Counseling

The ADRC will contact you to share the long-term care options available to you and help you understand what it means to become a member of a publicly funded long-term care program. The ADRC or tribal ADRS will assist you with completing your enrollment or referral documents if you choose to enroll. Your enrollment or referral date will be determined during enrollment counseling. Enrollment dates cannot be backdated.

Publicly Funded Long-Term Care Programs

There are many programs that can help with long-term care for those who live in Wisconsin. Medicaid funds some of these long-term care programs (also called Medicaid waiver programs), which include:

- **Family Care**—a program for older adults and adults with disabilities. Members get a range of long-term care services through one benefit program. Members of Family Care continue to use their Medicaid card for health and medical services and prescription drugs.
- **Family Care Partnership**—a program for older adults and adults with disabilities. Members get a range of long-term care, health and medical services, and prescription drugs through one benefit program.
- **IRIS (Include, Respect, I Self-Direct)**—a self-directed program for older adults and adults with disabilities. Participants decide what home and community-based goods, supports, and services will help meet their needs and goals. After enrolling, participants receive a budget to use for those goods, supports, and services.

Note: You can only enroll in one Medicaid long-term care program at a time. All programs are voluntary. Voluntary means it is your choice to enroll. You can choose to leave the program at any time.



The Long-Term Care Functional Screen and How It's Used

What is the Long-Term Care Functional Screen?

The adult Long-Term Care Functional Screen (LTCFS) provides an automated and objective way to determine the long-term care needs of elders and people with physical or intellectual/ developmental disabilities and their functional eligibility for publicly funded program assistance. The three main levels of care results include: nursing home, non-nursing home, and functionally ineligible. A customer's long-term care program options may vary depending upon their functional screen results.

What sort of "activities" does the tool gather information about?

The LTCFS looks at a person's ability to complete both Activities of Daily Living (ADL) and Instrumental Activities of Daily Living (IADL). ADL tasks include bathing, dressing, eating, mobility in home, toileting, and transferring. IADL tasks include meal preparation, medication administration and medication management, money management, use of a telephone, and transportation.

How will the information I share be used?

Any information collected for completion of the LTCFS or during the screening process is confidential. Completion of the LTCFS is voluntary, but it is required to enroll in a long-term care program. Once the screen is calculated and a decision regarding enrollment has been made, the screen would be shared with the chosen managed care organization or consulting agency.

Who administers the screen?

Only experienced professionals who have taken a training course and have passed a certification exam can administer the screen.

Options if you do not agree with the outcome of the LTCFS:

If you have a reason to believe that an error has occurred in your functional eligibility determination, you have the right to appeal. The appeals and grievance processes will be shared by your local ADRC at the time your functional screen is done.

Transitioning to Adult Health Care

Every young adult will transition from pediatrics to adult health care. However, if you have always gone to a family doctor who sees patients throughout the life span, you will not need to switch doctors. Individuals with disabilities often have complex medical needs and finding a new doctor can be a big decision. You will want to find someone that is knowledgeable about your special needs and someone with whom you feel comfortable communicating.

Finding Adult Health Care Providers

Finding adult providers early will help you coordinate your health care and make your transition a smooth one. There are several ways to find adult medical providers. Listed below are some ideas to help you get started:

- Ask your pediatrician for referrals
- Ask friends and family for referrals
- Call your health insurance company
- Contact the ADRC. The ADRC will not endorse any single provider, but can direct you to physician referral hotlines or other referral sources.

Be Prepared for the Transition

Begin updating your evaluations and assessments. Obtain and keep a copy of school records, including IEPs, psychological evaluations and, OT/PT/speech evaluations. All of these documents will assist in determining eligibility for programs. Start thinking and talking about transition from pediatric to adult health care service providers.

Finding Providers That Are Right for You

It is perfectly acceptable to schedule an “interview” appointment with a new doctor so that you have a chance to meet him/her in person. This interview appointment allows you to ask questions and make sure you are comfortable with the doctor before making your final decision.

Once you have found a new doctor, you will need to have your medical records transferred. You can usually do that by contacting your pediatrician’s office. You will need to fill out a “Medical Release Form” and sign it before any information will be disclosed to your new provider. Transferring records can take some time so be sure to do it well before your first real appointment with your new doctor.

It is a good idea to make your first appointment while you are still being seen by your pediatrician in case there are any questions or concerns about your treatment or medications.

Health Insurance Options

Once you turn 18, your eligibility for health insurance coverage may change. Health insurance helps pay for medical expenses including office visits with your doctors, hospital stays, and medications. Without health insurance, most people cannot afford the cost of health care. It is critical to staying healthy. Below are possible insurance options for young adults.

Private Insurance (through employment)

If you decide to go straight into the workforce after high school, you may qualify for health insurance coverage through your place of employment. Most, but not all, employers offer health benefits, so it is important to ask what benefits are offered before accepting a job. All insurance plans are different, but most require you to pay monthly premiums and a yearly deductible. If you have this type of insurance, it is important to know what your premiums and deductibles will cost you, what type of medical expenses are covered, and which doctors you can see. If you have questions, you should contact your insurance provider directly.

Continuation on Family Plan (dependent adult)

If you are dependent on your family for support because of your disability, you may qualify to remain on your family's health plan as a dependent adult. This may vary from plan to plan, so it is important to review the policy details to learn which conditions would allow an adult child to remain on the family's plan. If you are allowed to stay on the plan, you may be required to provide documentation of your disability. You or the policy holder should contact the insurance company directly to find out what is required.

Continuation on Family Plan (student)

If you will be continuing on in school or are transitioning into post-secondary education, you may qualify to remain on your family's plan as a student until a certain age. This also varies from plan to plan, so it is important to contact the company to get more information and learn what documentation may be required in order to remain eligible.

COBRA Health Insurance

COBRA is a short-term health insurance option for young adults who lose coverage under a family plan because they are no longer eligible as dependents. This would entitle you to coverage for 36 months under COBRA. If you want health care coverage under COBRA, you must notify your plan administrator of this "qualifying event" within 60 days of ceasing to be covered as a dependent under plan rules.

Medicaid

Medicaid pays for medical services, such as hospital stays, doctor appointments, and prescription drugs. You may qualify for Medicaid if you are a citizen of the United States, or a qualifying immigrant, and meet the financial eligibility requirements. There are several different Medicaid programs available in Wisconsin (i.e. Katie Beckett, Medicaid Purchase Plan, and BadgerCare). Each have different eligibility criteria. For more information about Medicaid programs, contact

Moraine Lakes at: 888-446-1239, or <https://access.wisconsin.gov/>.

Social Security: A Few Things You Should Know

Social Security programs may provide financial assistance to workers and their families, and pay monthly Social Security retirement, disability, or survivor benefits to individuals. The Supplemental Security Income (SSI) program pays monthly benefits to individuals who have little or no resources and who are elderly, blind, or disabled. The Social Security Administration administers both programs. Most young adults with disabilities receive SSI unless a parent is deceased or retired.

The Social Security Administration (SSA) administers benefits paid through Supplemental Security Income (SSI) and Social Security Disability Insurance (SSDI).

Disability Determination is a finding made by disability examiners and medical professionals that an individual has an illness, injury, or condition that meets the legal definition of disability in the Social Security Act. This may take 60-120 days or longer. Contact SSA at age 18 even if this determination process occurred as a child.

Supplemental Security Income (SSI) makes cash assistance payments and medical benefits (Medicaid) available to persons with a disability who have limited income and resources.

Social Security Disability Insurance (SSDI) makes cash assistance payments and medical benefits (Medicare) available based upon an individual's prior work or a family member's prior work contributions to the SSA Trust Fund.

SOCIAL SECURITY EMPLOYMENT SUPPORTS

Employment supports help you to enter, re-enter, or stay in the workforce by protecting your eligibility for cash payments and/or health care as you move from dependency to independence.

"Ticket to Work"

The Ticket to Work Program is an innovative program for individuals with disabilities who want to work and participate in planning their employment. A Ticket increases your available choices when obtaining employment services, vocational rehabilitation services, and other support services you may need to get or keep a job. It is a free and voluntary program.

Plan to Achieve Self-Support (PASS)

To be eligible you must receive SSI (or SSDI and be eligible for SSI) and want to set aside money to pursue an employment goal.

SSDI Employment Supports

The SSDI employment supports provide help over a long period of time to allow you to test your ability to work, or to continue working, and gradually become self-supporting and independent.

SSI Employment Supports

The SSI employment supports offer ways for you to continue receiving your SSI checks and/or Medicaid coverage while you work. Some of these provisions can increase your net income to help cover special expenses.

Student Earned Income Exclusion for SSI

A student under age 22, regularly attending school, college, or a course of vocational/technical training, can have limited earnings that are not counted against SSI benefits. For the current amount of the income exclusion, see: www.ssa.gov/OACT/COLA/studentEIE.html

For more information, contact Social Security at **(800) 772-1213**. Individuals **currently** receiving SSI or SSDI who want to work can also call the ADRC of Waukesha County at **262-548-7848**.

DECISION MAKING AS AN ADULT:

What are my options?

Congratulations! Reaching the age of 18 is a huge milestone in everyone's life. This means you are legally an adult and now have the responsibility of making decisions for yourself. Adults have the authority to determine what services and care they want and what person(s) can have access to their information. A main goal of transitioning to adult services is to empower young adults to make decisions and be as self-sufficient as possible. Many young adults have trusted family, friends, or community supports that will continue to help them make decisions to ensure they are accessing services necessary to support their adult life and independence. There are several advanced decision-making documents that can ensure that families and trusted support persons can continue to receive information about your care and can be involved with decision making. With proper advanced planning, you can be assured that it will be a smooth transition.

Some of the questions young adults sometimes ask about decision making are: Do I have to allow someone else to make decisions on my behalf? Or, if I need a decision maker now, will that always be the case? The short answer for both of these questions is no. There are many factors and choices you have that play into decision making supports as an adult and these depend on your level of independence. We all need support throughout our lives, and this looks different for everyone. As you move through life, your circumstances may change allowing you to adjust your support along the way.

Physical and mental health, cognitive functioning, and communication all impact our decision-making abilities. Here are some things to consider when thinking about advanced planning:

- What type of support am I currently receiving and how will this change as an adult?
- Who do I trust to help me make good decisions? And, who do I want involved in big decisions about my health care, finances, or other important decisions?
- What is my goal for self-sufficiency?
- Am I able to weigh my options and understand the risks involved with the choices I make?
- What are my areas of need?

When thinking about your next steps, considering these factors can assist you in determining the best path for success. There are different options depending on need and can cover medical and/or financial decision-making opportunities. Always keeping in mind the least restrictive options to allow for maximum independence. There are a variety of options for decision making support; it is not unusual for an adult to have more than one type of decision-making support in their life. For example, a person may create a health care power of attorney and have a representative payee to assist in managing their finances.

Decision Making Support Options

Release of Information (ROI):

- A person signs an agency's release form authorizing a specific person(s) to access to certain kinds of records (health, financial, etc.) or information. Some of the release forms may allow a person to select certain records to be released while retaining privacy over others. Additionally, some release forms may provide one-time or time-limited access to records, while others may remain in effect in perpetuity.
- This is a voluntary option and can be rescinded at any time and is specific only to the agency with the record.
- This allows for communication of otherwise confidential personal information to a person or agency you want to stay informed.

Supported Decision Making Agreements (SDMs):

- A Supported Decision-Making Agreement is a legal document in which the adult with a disability chooses who they want to be their supporter(s) to assist them in certain areas such as educational, medical, financial, and/or housing. The adult with a disability remains in control of their own decision-making.
- These documents can be printed and utilized independently. You will need two witnesses or a notary available when signing these documents. This is a voluntary option and can be rescinded at any time.

Representative Payee:

- A representative payee is an individual or organization appointed by the Social Security Administration (SSA) to receive Social Security and/or Supplemental Security Income (SSI) benefits for someone who cannot manage or direct someone else to manage their money. The main responsibilities of a payee are to use the benefits to pay for the current and foreseeable needs of the beneficiary and properly save any benefits not needed to meet current needs. A payee must also keep records of expenses and report back to SSA annually.
- A payee, a person or organization, must apply for and be appointed by SSA. Typically, a doctor will need to indicate there is a need for this type of assistance.

Power of Attorney (POA)

- This is a formal legal agreement that permits others to make certain decisions and act on the person's behalf in the event that they cannot make decisions for themselves.
- The authority of the health care power of attorney agent to act occurs when two doctors sign a statement verifying that the person who made the agreement (called the principal) is currently medically incapacitated for decision making. However, most durable (financial) powers of attorney go into effect at the signing of the document.
- Access to these documents is available on the DHS website and anyone can complete them. The health care document requires signatures by two unrelated witnesses, and the financial document requires a notary to witness the signature. These agreements are voluntary and can be rescinded or redrafted with updated preferences consistent with the principal's wishes.

Guardianship



This is the most restrictive alternate decision-making option that requires court involvement. All other decision-making opportunities should be explored prior to consideration of guardianship.

A guardianship is a court order that finds a person is incompetent and unable to make their own decisions and thus, removes certain legal rights for their protection.

- **Incompetency** is defined as permanent impairment such as developmental disability, degenerative brain disorder, serious and persistent mental illness or other like incapacity that prevents a person from effectively receiving or evaluating information or communicating decisions to such an extent that the individual is unable to meet the essential requirements for his or her physical health and safety.

A guardianship is initiated through a court petition that includes a doctor's report of incompetence. Once a petition for guardianship has been initiated, the court process begins and typically takes between 30-60 days for the court to make a finding. The subject of the petition (ward) will receive legal counsel as part of the due process with the court hearing process. The court can order a guardianship no sooner than 17 years and 9 months.

A guardian of the person, is a court order in which a guardian will make decisions in the best interest of their ward. A guardian of estate is a court order in which a guardian will manage their ward's estate and finances. A guardianship is a permanent court order. Any modifications would need to be heard by the court.

For youth involved in Waukesha County Health and Human Services and working with transition services through ADRC, the Adult Protective Service (APS) Unit may provide assistance with guardianship petitions, if certain parameters are met (i.e. families that lack financial or other legal resources). APS social workers will collaborate with ADRC and HHS staff to determine if assessment for guardianship is necessary.

Resources for Decision Making as an Adult:

Department of Workforce Development Transition Guide:

<https://dwd.wi.gov/dvr/policy-guidance/toolkits-guides-manuals/transition-action-guide/>

Disability Rights Wisconsin (DRW):

<https://disabilityrightswi.org/>

Social Security Representative Payee Program:

<https://www.ssa.gov/payee/>

Supported Decision Making (SDM):

Supported Decision Making Agreement: <https://www.dhs.wisconsin.gov/library/f-02377.htm>

Supported Decision Making and Guardianship Alternatives:

<http://wi-bpdd.org/index.php/SupportedDecision-Making/>

Power of Attorney (POA):

Advance Directives Forms, Living Will, Power of Attorney forms, Authorization for Final Disposition:

www.dhs.wisconsin.gov/forms/advdirectives/adformspoa.htm

Guardianships:

Waukesha County - Guardianships and Protective Placements:

www.waukeshacounty.gov/circuit-courts/juvenile-court/guardianships-of-minor

Wisconsin Guardianship Support Center:

<https://gwaar.org/guardianship-resources>



Toll Free: (855) 409-9410

Email: Guardian@gwaar.org



Community Housing Options

As an adult, you will be responsible for determining how you live your life. You will make many decisions, which will effect the quality and stability of your life as an adult. You may choose to live with your family into adulthood, or you may want to experience independent living. Maybe you will go back and forth between your family and independent living. There are many things to consider in making this very important choice.

<p>Support Services In the Home</p>	<p>Individual continues to live at home (own home or family member’s home) and receives support services.</p>
<p>Supervised/Supported Apartments</p> 	<p>On-site staff supervision and support services available from a few hours to 24-hours a day —may include personal care assistance, making meals, assistance in budgeting, help with connecting to community leisure activities or other areas needing attention.</p>
<p>Adult Family Care Homes (AFH)</p> 	<p>A place where adults, who are not related to the operator, reside and receive care, treatment, or services that are above the level of room and board, and may include up to seven (7) hours per week of nursing care per resident.</p>
<p>Community Based Residential Facility (CBRF) (Group Home)</p>	<p>A place where five or more unrelated people live together in a community setting. Services provided include room and board, supervision, support services and may include up to three (3) hours of nursing per week.</p>

Find more information on housing options in Waukesha County in the ADRC Resource Guide. Call the ADRC and ask for a copy **(262) 548-7848** or visit our website: www.waukeshacounty.gov/ADRC

Employment Strategies and Options

What can I do if I want to work?

- Participate in work experience through the high school
- Volunteer
- Job shadow
- Complete a Career Inventory
- Develop and demonstrate self-advocacy skills: be able to explain your disability, strengths, and how you learn new things
- Learn about employment support available through adult service providers
- Learn what skills are necessary for specific careers
- Apply to Division of Vocational Rehabilitation (DVR) for assistance four semesters prior to completing high school
- Know what you can do with and without assistance
- Know the impact of your healthcare needs
- Contact the ADRC for information about long term care services including employment support

Competitive Employment	Questions for Competitive Employment
<ul style="list-style-type: none"> • Working in an integrated setting with coworkers on a job you compete for in your local community. • Job obtained with or without the assistance of an adult service provider. • You are paid at least minimum wage and may receive benefits. 	<ul style="list-style-type: none"> • Are job accommodations available if needed? • Will I need assistance to successfully meet job requirements? • What is/are the pay, work schedule, and job requirements? • How will I get to work?
Supported or Customized Employment	Questions for Supported or Customized Employment Providers
<ul style="list-style-type: none"> • Working in a job found in your local community with the assistance of an adult service provider. • Jobs are based on your interests and abilities and are sometimes negotiated with employers by the adult service provider. • Jobs are designed to meet the specific needs of the employee and employer. • You are paid wages and may receive benefits. • Support on the job from a job coach or co-worker that may or may not be paid. 	<ul style="list-style-type: none"> • What are the eligibility requirements and how do I apply? • How long does it generally take to assist someone in getting a job? • How many permanent vs. temporary placements in the last 12 months? • How many placements are in my field of interest? • Does the provider accompany me on interviews and assist with completing forms if necessary? • How frequently does the provider communicate with me during the job search? • What is the average pay for individuals who get jobs through your agency?

Employment Strategies and Options

<p>Self Employment & Micro-Enterprise</p>	<p>Questions for Self Employment & Micro-Enterprise</p>
<ul style="list-style-type: none"> • Owning, managing, and/or operating your own business to earn money. • Gives you a chance a create your own work based on your talents and work you want to do. • More flexible work hours. • Micro-Enterprise has 1-5 people running a business. • Adult service providers may provide assistance. 	<ul style="list-style-type: none"> • Am I a self starter and self reliant? • What business am I interested in and why? • How much do I know about this type of business? • How well do I plan and organize? • What special training is required for this business? • Do I have the physical and emotional strength to run a business?
<p>Community Rehabilitation Programs (This is not integrated employment)</p>	<p>Questions for Community Rehabilitation Providers</p>
<ul style="list-style-type: none"> • Work done in a group setting with supervision and co-workers with or without disabilities. • Job provided by an adult service provider who acts in the role of employer and adult service provider. • Previously known as sheltered workshops. • Wages are earned based on piece rate or productivity. 	<ul style="list-style-type: none"> • What are the eligibility requirements? • How do I apply to participate? • What are the types of jobs available and what are the requirements? • What are wages based on? • Are there a variety of work tasks or duties? • Are employees helped to move to community based integrated employment?



Division of Vocational Rehabilitation (DVR)

The Division of Vocational Rehabilitation (DVR) is a federal/state program designed to obtain, maintain, and advance employment for people with disabilities by working with DVR consumers, employers, and other partners.

Eligibility:

You are eligible for DVR services if you have a disability that makes it hard for you to find or keep a job and you need DVR services to deal with your disability limitations. After you apply, DVR has 60 days to decide if you are eligible. You may be eligible for DVR services if you have a disability, and you need DVR services to help with employment.

Services Provided by DVR:

- Career Guidance & Counseling
- Information and Referral Services
- Supported Employment Services
- Vocational and Other Training
- Transportation
- Assistance in Small Business Planning
- Rehabilitation Teaching Services
- Post-Employment Services
- Job Search and Placement Assistance
- Transition to Work Services for Students with Disabilities in High School
- Rehabilitation Technology
- Disability and Employment Assessment
- Occupational Licenses, Tools, and Equipment
- Interpreter Services
- Diagnosis and Treatment

Whenever DVR resources are insufficient to provide services to all eligible individuals, an order of selection (OOS) for services shall be implemented. First priority will be given to consumers with the most significant disabilities. Second priority shall be given to consumers with significant disabilities. Third priority will be given to other eligible consumers.

For more information, reach out to DVR at dwd.wisconsin.gov/dvr/about/default.htm or 1-800-442-3477

Post-Secondary Education Options

- **Technical College/Two-Year College**
 - Smaller class size
 - Hands on education
 - Get into field of study sooner
 - Less expensive
 - Credits often transfer to a four year college
- **Four-Year College**
 - More expensive than technical or two-year college
 - May take more than four years to graduate
 - More academic and less hands on
- **Apprenticeships**
 - Instruction in a skilled trade
- **Degree and Certification Programs**
 - Generally offered at community and technical colleges

Questions to ask when you begin exploring education options:

- Why do you want to get more education?
- What assistance and accommodation do you think you will need?
- Are you able to talk about your disability and what help you will need?
- Where do you plan to live while in college?
- How will you manage your transportation needs?
- How will you pay for your education?

Special considerations when selecting post-secondary education and training options:

- Know why you want to go to college.
- Know your career goals.
- Begin planning as early as 9th grade.
- Understand your disability and how to be a self-advocate.
- Understand your unique academic needs associated with your disability and what type of academic support is offered by the college.
- Understand the application process and what the entrance requirements are for a student with a documented disability.
- Learn the expectations for students who need access to student support services.
- Develop good study habits, self-discipline, and time management skills.

Concordia University Wisconsin – Bethesda College of Applied Learning

12800 N Lake Shore Drive Mequon, WI 53097

(262) 243-2712

www.cuw.edu/about/offices/bethesda.html

Edgewood College – The Cutting Edge Program

1000 Edgewood College Drive Madison, WI 53711

(608) 663-6869

www.edgewood.edu/cutting-edge

Lakeland University - Life and Career Studies

W3718 South Dr., Plymouth WI 53073

(920) 565-1000

lakeland.edu/life-career-studies



Madison College- Campus Connect

201 North Carroll D116 Madison, WI 53703

(608) 258-2308

www.madison.k12.wi.us/special-education/transition-planning-for-students-with-disabilities/campus-connect

Shepherds College

1805 15th Ave. Union Grove, WI 53182

(262) 878-5620

www.shepherdscollege.edu/

UW-Whitewater

800 W Main Street, Whitewater, WI 53190

(262) 472-1905

www.uww.edu/coeps/departments/life-program

Waukesha County Technical College (WCTC)

800 Main Street, Pewaukee, WI 53072

(262) 691-5566

www.wctc.edu



Transportation Options & Driving Education

Self Driving/Instructional Options

Employment Resources, Inc. (ERI)

ERI offers a *Pre-Driving Assessment* which provides people with disabilities feedback about their abilities related to driving. This hands-on experience builds confidence and provides valuable information about moving forward with driving training. ERI uses a state-of-the-art driving simulator to test key driving skills. They also offer driving skills practice using interactive lessons customized to meet your unique needs and build your skills for driving.

(608) 906-2728

<https://eri-wi.org/services/pre-driving>



Adaptive Driving, LLC.

Adaptive Driving LLC. Is a licensed driving school that provides comprehensive driver rehabilitation services to beginning drivers and adults with functional impairments. They offer various evaluations and simulations to determine how a person's functional impairment impacts their ability to operate a car and negotiate normal traffic situations. The results of the evaluation are discussed with the client and a detailed report is sent to their physician and/or the referral source. Permission to drive is granted by the physician and the Department of Motor Vehicles (DMV).

(414) 721-8636

<https://adaptivedrivingllc.com/evaluations>

Subsidized Transportation Options

The Aging and Disability Resource Center or Waukesha County (ADRC) sponsors subsidized transportation services for non/limited-driving older adults 60 years of age and older, and for individuals with disabilities who are under the age of 60. Users of the transportation services are required to complete an eligibility application. When approved for transportation services, applicants receive a discounted fare. The ADRC offers subsidized rides in shared-fare taxis for those who are able to get in and out of the vehicle without assistance, and may use the aid of a walker. The RideLine Program is available to Waukesha County residents who use a wheelchair or scooter.

Contact ADRC to complete an application.

(262) 548-7848

www.waukeshacounty.gov/ADRCTransportation



Assistive Technology

Assistive technology is any item, device, or piece of equipment used to maintain or improve the functionality of people with disabilities, allowing them to be more independent in education, employment, recreation, and daily living activities. Assistive technology includes the services necessary to get and use the devices, including assessment, customization, repair, and training.

Assistive Technology includes:

- Wheelchairs and motorized scooters
- Hearing aids
- Magnifiers and other visual aids
- Computers with modifications
- Control/switches for lights, doors and appliances
- Vehicles with lifts or hand controls
- Home modifications (for example, kitchen or bath redesign, ramps and/or widened doorways)



Wisconsin's Assistive Technology Program (WisTech)

The WisTech program provides information on selecting, funding, installing and using assistive technology. The provider of these services for Waukesha County residents is **Independence First**.

Staff at the Device Demonstration Centers provide:

- Individual assistance regarding selecting and trying-out a variety of assistive technology devices.
- Direct consumers to manufactures and funding sources.



Device Loans are short-term loans of assistive technology devices for the purpose of:

- Assisting in the decision-making process of finding the most appropriate equipment
- Serve as loaner equipment
- Provide short-term accommodations

Device Loans are available at the regional independent living centers. Loans are available to people with disabilities, their families, employers, service providers and other interested persons.

The Wheelchair Recycling Program maintains an online inventory of equipment and operates storefronts in Madison and Milwaukee. The Wheelchair Recycling Program will work with independent living centers, Aging & Disability Resource Centers and county human services and aging offices to make equipment available to consumers.

The WisLoan program offers loans for assistive technology. The loans help people buy equipment such as hearing aids, modified vehicles, wheelchairs and ramps. Independent living centers throughout the state provide technological assistance, applications and assistive technology services.

The program is open to Wisconsin residents of all ages who have a disability. There is no income requirements and individuals are not required to exhaust personal or public funding. Under the program, banks provide loans to qualified borrowers. Loan amounts depend on the item purchased and the ability to repay the loan.

Contact Independence First at www.independencefirst.org or (414) 291-7520 (V/TTY)

Advocacy Agencies

State Licensure/Complaints: Division of Quality Assurance

P.O. Box 2969, Madison, WI 53701-2969

(608) 266-8481 TDD# (608) 266-7376
www.dhs.wisconsin.gov/dqa/index.htm

Responsible for monitoring different types of health and community care providers, including Nursing Homes, Hospitals, and Home Health Agencies. Also does on-site surveys, complaint investigations, and enforcement. The Southeastern Regional office represents Waukesha County.

Long-Term Care Ombudsman

Board on Aging and Long-Term Care
1402 Pankratz Street, Suite 111, Madison WI 53704

Toll Free: (800) 815-0015
www.dhs.wisconsin.gov/aging/ltcombud.htm

Investigates improper treatment of elderly and disabled persons receiving long-term care; monitors federal, state and local laws concerning long-term care; promotes public awareness; works to improve long-term care through education and cooperation.

State Bureau of Aging and Disability Resources:

Bureau of Aging and Disability Resources
1 W. Wilson St., Room 450, Madison, WI 53703

(608) 266-2536
www.dhs.wisconsin.gov/adrc/index.htm

Responsible for implementing Title III of the Older Americans Act, oversees a county aging network and promotes public policies to help older people.

DRW Ombudsman Services

Disability Rights Wisconsin
131 W. Wilson St., Suite 700, Madison, WI 53703

(608) 267-0214 Toll Free: (800)928-8778
www.dhs.wisconsin.gov/clientrights/guardianship.htm

Designated protection and advocacy agency for people (18-59 years of age) with developmental disabilities and mental illness. Disability Rights helps people across Wisconsin gain access to services and opportunity through its advocacy and legal expertise.



Transition Checklist

Use this checklist to guide you through the steps of the transition process. If you need assistance or have questions, you can always contact the ADRC or if the person with a disability is receiving children's services, you can reach out to their case worker.

Resource	Phone or Website	Call or Contact	Completed On
Division of Vocational Rehabilitation (DVR)	www.dwd.wisconsin.gov/dvr Phone: 800-442-3477	For assistance with post school <i>employment goals</i> , contact four semesters prior to leaving high school.	
Aging and Disability Resource Center (ADRC)	www.waukeshacounty.gov/adrc Phone: (262) 548-7848	Call at any age for general information: At age 17 years & 6 months contact the ADRC to determine eligibility and, if appropriate, apply for long term care services.	
Job Centers	www.jobcenterofwisconsin.com Phone: 888-258-9966	Contact to find your nearest Job Center or to ask questions	
Guardianship and Supported Decision-Making	www.dhs.wisconsin.gov/clientrights/guardianship.htm www.dhs.wisconsin.gov/library/f-02377.htm	If needed, begin process at least six months prior to turning 18.	
Social Security Benefits (SSI or SSDI) Disability Determination	www.ssa.gov Phone: 800-772-1213	At 18 years old; If already receiving SSI as a child then contact SSA to receive benefit as an adult.	
Medical Assistance	www.ssa.gov Phone: 800-772-1213	At 18 years old; If already on MA as a child then contact SSA to receive benefit as an adult.	



Your Bridge to Support

**Call us to talk to an
Aging and Disability Resource Specialist**

Phone: (262) 548-7848

Toll Free: (866) 677-2372 (ADRC)

TTY: 711

Email: ADRC@waukeshacounty.gov

Web: www.waukeshacounty.gov/adrc

**Aging and Disability Resource Center of Waukesha County
A Division of Health and Human Services
514 Riverview Avenue
Waukesha, WI 53188**

Office Hours:

Monday – Friday, 8:00 a.m. – 4:30 p.m.

