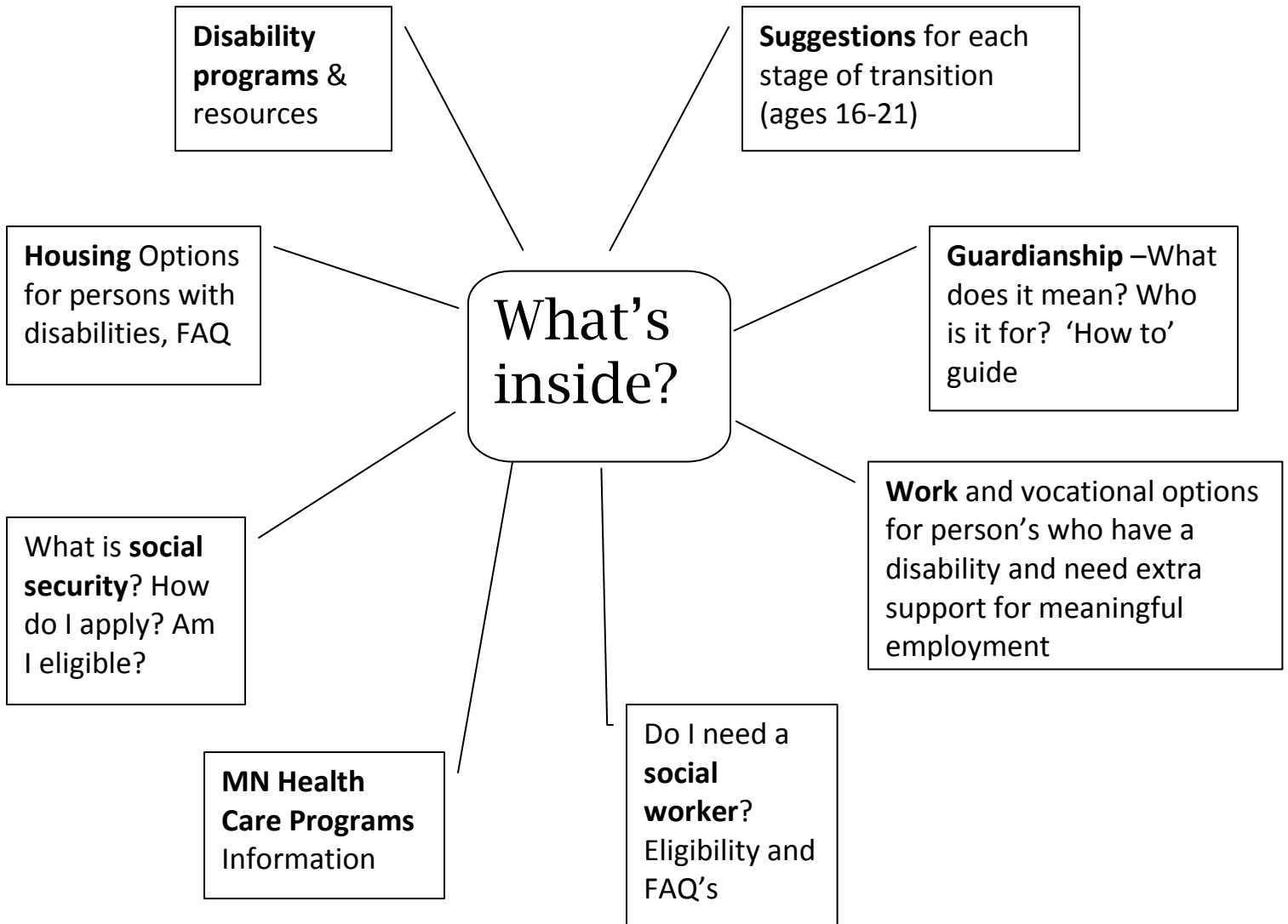


Transition Resource Directory

A guide for person's with disabilities



**** Information and resources included are neither all inclusive nor guaranteed in any way by Wright County. Information may be irrelevant or incomplete as services, resources and laws change frequently. Resources listed are not all inclusive. Wright County does not endorse any agency, person or information in this packet; rather it is a basic guide for you to use in order to find more info & resources as needed.

Parent Guide to Transition Years for Children with Disabilities

These are *just general guidelines*. Every person is different and these guidelines may or may not fit for your child's situation. Your child may or may not need or be eligible for the listed services.

Age	Action	Comments	Where to Go	Notes
16	MN State ID Card	\$0.50 Need form signed by doctor or professional stating diagnosis	MN DMV http://www.dps.state.mn.us/dvs/PDFForms/FormFrame.htm	
	Lifetime Fishing Card	Free	MN DNR http://files.dnr.state.mn.us/rlp/licenses/fishing/res_special_anglingpermanent.pdf	
17	Plan for transition program (extended schooling for ages 18-22)	Your child with disabilities may be able to attend school until the age of 22. Your child can walk through the ceremony with his/her class at age 18, just be sure the diploma is NOT signed if your child does this. If the diploma is signed, school is done.	Talk to Special Education teacher; social worker; PACER advocacy group; ARC of MN advocacy group	
17.5	Apply for guardianship if needed	If you cannot afford legal representation, be sure to file for "in forma pauperis" (free legal help)* See attorney list for help	http://www.mncourts.gov/ Contact attorney's that work guardianship cases and ask for representation if needed	
18	Apply for Social Security (poverty/asset based) or Social Security Disability (those with work history)		www.ssa.gov	
After age 18	Plan for vocational/work settings* and tour	Functional Industries, Options, ATHC, Wacosa, other	FII 763-682-9692 Options 763-263-3684 ATHC 320-485-4763 Wacosa 320-251-0087	
	Plan for post secondary	Tour post secondary options	Ridgewater College Occupational Skills Program 320-222-5200	
	Plan for future housing options	Apartment, group home, foster care		

*If person meets eligibility criteria

My child is going to turn 18 and is not able to make well informed choices regarding health and well being. What is guardianship and how do I know if my child needs it?

- 1.) Determine if your child is in need of a guardian. Can he/she make informed choices regarding his/her safety and well being? If not, he/she may be considered an "incapacitated person" as defined below:

In the case of guardianship of the person, an incapacitated person is:

"an individual who, for reasons other than being a minor, is impaired to the extent of lacking sufficient understanding or capacity to make or communicate responsible personal decisions, and who has demonstrated deficits in behavior which evidence an inability to meet personal needs for medical care, nutrition, clothing, shelter, or safety, even with appropriate technological assistance." (Minnesota Statutes section 524.5-102, subdivision 6).

- 2.) If your child cannot make informed decisions, and you would like to pursue guardianship, you may either file for guardianship on your own (as parents) or you may contact an attorney to help you with this process. **If your child is receiving MA or other government benefits, the courts may waive any fees related to the process***, including attorney fees. *In forma pauperis* status not only excuses payment of attorney, health professional fees incurred in order to establish or maintain a guardianship, and the related court filing fees, but also includes costs for service of process upon the proposed ward, for costs of certified copies of forms, and photocopy costs. These costs are then absorbed by the court system.
- 3.) For detailed information related to the guardianship process, please go to <http://www.mncourts.gov/default.aspx?page=513&item=486&itemType=formDetails> and read through the Guardianship Manual.

**** It is recommended filing for guardianship 3 months prior to the person's 18th birthday**

A guardian of the person may make decisions regarding:

- general care and needs, and where to live,
- care, comfort and maintenance (food, clothing, shelter, health care, social and recreational, training, education, habilitation or rehabilitation),
- taking reasonable care of personal effects,
- giving necessary consent for medical or other professional care, counsel, treatment, or service,
- approving or withholding approval of contracts, except for necessities, (this power is only given if there is no conservator of the estate) and
- exercising supervisory authority which limits civil rights and restricts personal freedom only to the extent necessary to provide needed care and services.
- Be available in case of an emergency

GUARDIANSHIP PROCESS (not all inclusive, just an outline**)**

- Step 1: Contact an attorney** who works with Guardianship/Conservatorship/Family Law
- Tell them you are **seeking guardianship** of your son/daughter
 - o Request to file **In Forma Pauperis***
 - This means ‘free’ – attorney fees, court fees waived if eligible. Typically eligible if the person who needs a guardian receives Medical Assistance, Social Security Benefits, other state benefits)
 - You may file for guardianship without an attorney. See link below for more information.
- Step 2: Gather paperwork supporting why the person needs a guardian**
- o Social Service plans, psych reports, IEP records, goals
- Step 3: Wait to hear from your attorney. The attorney will:**
- o Compile paperwork needed by the courts
 - o Process paperwork related to the request for guardianship
 - o Guide you through all necessary steps of the ‘process’
 - o Notify you of the court date
- Step 4: Go to court with your attorney and person in need of guardianship**
- o Common questions the judge will ask of each party:
 - Do you know this person? How?
 - Do you understand what is happening?
 - Do you want this person to be your guardian?
 - Why is guardianship needed?
- Step 5: If you are appointed legal guardian, then:**
- o Attorney will assist in getting paperwork that you will need to prove you are guardian.
 - Give copies to: Staff, Social Services, Medical providers, family members, banks, etc.
 - o **Annual Guardianship Duties:**
 - **Complete & submit annual well-being report each year within 30 days of original appointment date**
 - o Need to get it notarized & sent to court district in which guardianship was granted

*******Full instructions and details of guardianship can be found at:**
<http://www.mncourts.gov/default.aspx?page=513&item=486&itemType=formDetails>

Types of Vocational Programming (work programs) for persons with disabilities

(Need a social worker for these programs unless you are private paying; eligibility and availability varies*)

Day Training and Habilitation (DT&H)

- Vocational and/or activity programming for persons needing extra assistance with things like personal care assistance, medical needs, feeding, eating, staying on task, special adaptations, challenging behaviors.
- Ratio is typically 1:4 (1 staff to 4 consumers); 1:6 , 1:8 or 1:10
- Funding by waiver or county pay; must be on MA

Supported Employment

- Person works in the community with a 1:1 job coach that assists with learning the job, communicating with the employer and regular follow up
- Funding by waiver or county pay

Extended Employment Services:

- Person works in house in a sheltered employment setting or in the community with a small group of consumers and a staff person ('crew' or 'enclave')
- Persons in this setting may need occasional assistance with adaptations, reminders to follow work rules, behavior management; but overall can work semi independently (ratio of 1:20 is an example)
- Funding by county pay

How do I know which work program is best for my child?

- The school and/or work program will assist you with making this determination while your child is in the transition years of his/her education.
- The county will assist you with making this determination post education
- TOUR! TOUR! TOUR! all available work programs so you can identify with them each & give your input in the decision making process

Questions to ask if you are considering work programs:

- Who decides where I will be working?
- What sort of activities or work is there for people who do not work in the community?
- What hours during the day are people in your program?
- How do people get to work?
- What health and safety precautions are followed?
- What is your procedure for emergencies? How would you notify parents and family?
- How do I get paid? How much is the pay?
- Do people work together in groups or by themselves?
- Can I work in the evenings?
- Do you have physical therapy (PT), occupational therapy (OT), or speech therapy?

Other:

- Vocational Rehabilitation Services (VRS) – If you have a disability, VRS may be able to help you prepare for, find and keep a job, and live as independently as possible.
 - http://www.positivelyminnesota.com/JobSeekers/People_with_Disabilities/index.aspx

Work Program options* for Wright County clients, dependent upon needs, location, availability & funding:

ATHC Winsted –
311 Fairlawn Ave, Winsted MN
320-485-4191
<http://www.athc.org/index.php>

Functional Industries/Wright Connections -
1801 Highway 25 N Buffalo MN
763-682-4336
<http://www.functionalindustries.org/>

Options, Inc –
16820 197th Ave NW Big Lake MN 55309
(763) 263-3684
<http://www.options-inc.org/>

Wacosa –
320 Sundial Drive Waite Park, MN 56387
(320) 251-0087
<http://www.wacosa.org/>

Work programs in St Cloud area:

Independence Center, Inc
51 1st Ave S
Waite Park, MN 56387
(320) 252-4146

Opportunity Manor
1908 Kruchten Court South
Sartell, MN 56377
(320) 240-1900 – Office

Wacosa
322 Sundial Dr
Waite Park, MN 56301
(320) 240-8590

Wacosa
1125 Northway Dr
St Cloud, MN 56303
(320) 251-9251

******NOT ALL INCLUSIVE** LIST OF VOCATIONAL PROGRAMMING; Funding, availability and eligibility vary. Programming is not guaranteed*****

I am not happy in my vocational program. Can I change programs? Yes. It is your choice where you would like to work* and if you would like to attend a vocational program.

How do I access a work program? Speak with your social worker or contact work program directly

How do I know what jobs I am at good at/will like/dislike? The vocational program can do an assessment to determine areas of strength and preference related to different tasks. *

I have no way to get to a vocational program. Vocational programs may offer transportation. Inquire to learn about availability, options and methods of funding.

I have high medical needs, can I still work? Yes. Various vocational programs have specific programming available to meet a persons medical needs (O2, standers, walkers, adaptive equipment).

I have a behavior plan, can I still work? Yes. Vocational programs are tailored to meet a person's specific needs, including incorporating behavior plans into the work setting.

My child has limited abilities/functional abilities. Is vocational programming available for him/her? Yes. Each vocational program has 'activity based programming' component, where the focus is less on 'work' and more on 'functional skills activities' (social, recreational, healthy living).

Minnesota Health Care Programs (MHCP)

MA (Medical Assistance) – Helps pay for past (last 3 months), current and future medical costs for low income families with children (less than age 21), seniors (age 65 or older) & people with disabilities. There are income & asset limits. [Assets are not considered for pregnant women & children under age 21]. Persons over income may still be eligible for MA after meeting a “spend down”. Persons must be US Citizens or Non-citizens lawfully in the U.S.

MinnesotaCare – State-subsidized health insurance for persons without children and/or families (with children less than age 21) who do not have access to affordable health care coverage (including Medicare). You must have lived in Minnesota for 6 months. Eligibility is based on age, income, assets and insurance. There are exceptions to the asset requirements (for pregnant women and children) and exceptions to the insurance restrictions (for certain low income children). There is a monthly premium to pay based on income and family size. Eligibility begins the month **after** the premium is paid. Persons must be US Citizens or Non-citizens lawfully in the U.S.

TEFRA-MA – Allows some children (under age 19) who are certified disabled, living with their families, to be eligible for MA, without counting parent’s income. Only the child’s income & assets are used to determine eligibility. There may be a state parental fee for TEFRA based on parent income and family size. Eligibility can go back 3 months from date of application. Persons must be US Citizens or Non-citizens lawfully in U.S.

MA-EPD (MA for Employed Persons with Disabilities) – Allows working persons (ages 16 to 65) who are certified disabled to qualify for MA. Persons pay a sliding fee premium (based on individual’s income & household size), with no maximum income limit or maximum premium amount. The asset limit is \$20,000, Must be US Citizen or Non-citizen lawfully in U.S.

To request more info or an application, contact your County agency:

Hennepin	612-596-1300
Sherburne	763-241-2700
Stearns	320.656.6000
Wright	763-682-7400

How will working/income changes affect my benefits?

[http://www.mn.db101.org/planning/\(S\(1z4m1lzl2ghwqjy35ritc45\)\)/b2w2_mn_start.aspx?screen=start&l=b2w2_mn](http://www.mn.db101.org/planning/(S(1z4m1lzl2ghwqjy35ritc45))/b2w2_mn_start.aspx?screen=start&l=b2w2_mn)

Social Security Administration & Benefit Overview

For more information or to apply online when applicable: www.ssa.gov

- 1.) **SSI-** The [Supplemental Security Income](#) (SSI) program pays benefits to disabled adults and [children](#) who have **limited income and resources**. SSI benefits are also payable to people 65 and older without disabilities who meet the financial limits.

- 2.) **SSDI-** Social Security (SSDI) pays benefits to people who cannot do work they did before because they have a medical condition that is expected to last at least one year or result in death. In general, to get disability benefits, you must meet two different earnings tests:
 1. A “recent work” test based on your age at the time you became disabled; and
 2. A “duration of work” test to show that you worked long enough under Social Security.

Certain members of your family may qualify for benefits based on your work.

1. Your spouse, if he or she is 62 or older;
2. Your spouse, at any age if he or she is caring for a child of yours who is younger than age 16 or disabled;
3. Your unmarried child, including an adopted child, or, in some cases, a stepchild or grandchild. The child must be younger than age 18 or younger than 19 if in elementary or secondary school full time; and
4. Your unmarried child, age 18 or older, if he or she has a disability that started before age 22. (The child’s disability also must meet the definition of disability for adults.)

3.) RSDI – Retirement, Survivor, Disability Insurance. It provides a monthly income to certain people based on payroll contributions made via Social Security taxes. Who can qualify for RSDI benefits?

- Retired people who meet SSA age requirements
- People who become disabled for an extended period (also called SSDI)
- Dependents of a wage earner who has died.

*****Want to get an idea of what you may or may not be eligible for (state & county services, social security, food support, etc)?**

Go to: <http://mn.bridgetobenefits.org/>

FAQ about applying for a social worker

Does my child have to move into a foster or group home if I get a social worker?

No. This is a voluntary decision which is initiated by the person and or guardian/family members. If your child moves into a foster home, your child can move at any time for any reason.

Do I need a social worker?

No. You only need a social worker if you feel that your child needs additional services in order to remain living in your home or community safely. You may access Social Security and Medical Assistance and their services (for example: Personal Care Attendant or PCA) on your own

How do I apply for a social worker?

Contact Wright County Human Services Intake at 763-682-7481 and ask how to apply for a social worker.

What is the eligibility criteria for those looking for a social worker to help with my child's or my own disability?

To qualify for developmental disabilities county case management the person must have a severe, chronic disability of an individual that:

- is attributable to a mental or physical impairment or combination of mental and physical impairments;
- is manifested before the individual attains age 22; and is likely to remain indefinitely
- results in substantial functional limitations in three or more of the following areas of major life activity:
 - Self-care
 - Receptive and expressive language
 - Learning
 - Mobility
 - Self-direction
 - Capacity for independent living
 - Economic self-sufficiency; and

What is the role of a (DD) social worker?

A Developmental Disabilities Social Worker may be a resource for you. They can inform you about available services, help you access the services, be an advocate, and a support person. They can attend school meetings, assist in accessing financial resources, assist in accessing services to allow you to live and work in the community, and help with giving you resources for food, clothing, shelter, money management help, work training programs and more.

Can I get PCA services?

If you have private insurance you may contact them to request a PCA Assessment if they offer the service. If you have MA, contact 763-682-7400 and ask for a PCA assessment. **You do not need a social worker for this.**

What recreational options are in the area for a person with disabilities?

- Opening Doors through Buffalo Community Education is for adults and offers many programs at low cost
- Special Olympics of MN offers many activities through the year
- People First Advocacy Group

"Family" Adult Foster Care vs. "Corporate" Adult Foster Care?

A "family" foster home is the personal residence of the license-holder. A "corporate" foster home is a home where the license-holder does not reside, and where staff is hired to care for the residents. In both cases, licensing standards are essentially the same.

Licensing Criteria

A state fire marshal will complete initial and subsequent inspections to ensure fire safety.

Caregivers and household members must have a medical exam and be free from communicable diseases (this also holds true to residents upon entering the home). Each caregiver or family members, over the age of 13, must also submit to a criminal background check for the disclosure of arrest, conviction, and criminal history records.

Every home shall have a living room to which the residents have free access. The resident will also have their own bedroom unless they have mutually consented, in writing, to share a bedroom with another resident. No more than two residents may share one bedroom that will be provided with:

- A separate, adult-size single bed or larger with a clean mattress in good repair.
- Clean bedding appropriate for the season for each resident.
- An individual dresser and closet for storage of personal possessions and clothing.
- A mirror for grooming.
- When possible, a resident shall be allowed to have items of furniture that she/he personally owns in the home as pre-arranged with the caregiver.

All foster care residents are protected by the Minnesota Statute 626.557 - the Vulnerable Adults Act. The Vulnerable Adults act states that anyone over the age of 18 years who cannot report abuse or neglect without help from someone is considered to be a Vulnerable Adult. Anyone living in an Adult Foster Home is considered to be a Vulnerable Adult. The adult foster care provider is required to protect each resident from abuse and neglect

What Services Do Adult Foster Homes Offer?

In addition to room and board, an adult foster home provides overnight supervision, recreation and leisure opportunities, exercise/health services, medication administration or monitoring; assistance with activities of daily living, prompts for personal hygiene, assistance with managing cash resources, arranging for medical appointments, transportation, meal preparation, shared dining, etc. Adult foster care licensers and case managers carefully match residents with providers whose skills and/or willingness to provide various services are in keeping with the resident's needs.

How Does Payment Work for Adult Foster Care Placements?

Some individuals pay privately, if their assets do not allow them to qualify for public funding. More commonly, residents qualify for public funding--at least in part. Some residents receive multiple sources of public funding which supports their placement (i.e. GRH, SSI, Social Security Survivor's Benefits, RSDI, etc.). Some residents have employment income or other assets that are evaluated.

All persons must pay room and board monthly. (Currently \$846.00*/month subject to change) A combination of wages (the first \$65 per month is exempt, the person uses half of the remaining wages for R&B: \$265 paycheck means \$165 is what the person keeps, \$100 is what goes towards R&B); Social security income – person always keeps personal needs money (amount determined by assets); and the remaining amount can be paid via GRH grant. Certain terms, restrictions and rules apply.

Rights when living in a foster or group home

- Right to use the telephone. A resident has the right to daily, private access to, and use of, a non coin operated telephone for local calls and long distance calls made collect or paid for by the resident.
- Right to receive and send mail. A resident has the right to receive and send uncensored mail, unopened mail.

- Right to personal privacy and privacy for visits from others and the respect of cultural identity. Privacy must be respected by operators, care givers, household members, and volunteers by knocking on the door of a resident bedroom and seeking consent before entering, except in an emergency, and during toileting, bathing, and other activities of personal hygiene, except as needed for resident safety or assistance as noted in individual record.
- Right to use personal property. A resident has the right to keep and use personal clothing and possessions as space permits, unless to do so would infringe on health, safety or rights of others
- Right to associate. A resident has the right to meet with, or refuse to meet with visitors and participate in activities of commercial, religious, political, and community groups without interference if the activities do not infringe on the right of other residents or members of the home.

Touring foster or group homes. This visit is a time for the staff person to ask you questions about what you like to do and what kind of help you may need. It's also your time to ask the staff person and residents questions. Here are some topic suggestions to help you get started

- House rules
- Staffing – How many on duty; training; background checks; qualifications
- Transportation: doctor visits, family visits, activities, work
- Policy on visitors to the home
- Privacy: bedroom, bathroom
- Client responsibility: cooking, cleaning, laundry, yard work
- Meals and snacks, choices
- Any animals?
- What activities does the house participate in?
- What are the other residents interested in?
- Do the others get along well together?
- Money: how is it accounted for, how is it handled
- Personal care items: where are they kept?
- Outings: how often, who chooses
- Medical: medicines, appointments, notifications
- What if my child gets sick at work and has to come home early?
- What if my child doesn't like (roommates, staff, food, outing)
- Visiting – stop by announced AND unannounced!

NOTES:

Where can I find more information on various programs, assistance, and benefits?

<http://www.co.wright.mn.us/department/humanservices/humanA.htm#developmentaldisabilities>

Program	Website	What is it
Wright County Community Action (WCCA)	http://www.wccaweb.com/	Provides assistance for the following services; Mortgage and Rent Assistance, Home Weatherization, Home Rehabilitation Loans, Family Planning, Family Loan Program, Family Budgeting, Energy Assistance Program, WIC (Women Infants and Children), Food Shelf/Clothing Room, Head Start, and more.
Wright County Food Shelves and Clothing Centers	http://www.co.wright.mn.us/forms/humanservices/Food%20Shelves.pdf www.co.wright.mn.us/forms/humanservices/Housing%20Resources.pdf	List of local food shelves and clothing centers Low Income & Senior Housing in Wright County
Pacer	http://www.pacer.org/	Advocacy in areas of special education (IEP's, programming, rules/laws); Parent trainings related to special education/advocacy; Transition planning resources;
Arc – Advocacy Association	http://www.thearcofminnesota.org/	Providing advocacy and support for individuals with developmental disabilities and families
Local Camps for persons with disabilities	Camp Courage www.courage.org/programs/default.asp?id=114&tier3=159	Camp for children and adults with physical disabilities, sensory/language impairments, and other disabilities or illnesses.
Travel	Camp Friendship - http://www.friendshipventures.org Off the Beaten Path http://www.otbp.info/	Educational, recreational, & social opportunities for people of all ages with disabilities Travel tailored to those with disabilities
Courage Center Driver Assessment & Training Program	www.courage.org/programs/default.asp?id=137	Drivers' assessment and skills training.
Project C3	http://www.c3online.org/	Resources in MN for transition age kids. It has a search engine to select housing, employment, financial aid, recreation, family services, and then select the area you live
Autism Resource Directory	www.ausm.org/aboutThisSite/documents/2007ResourceDirectory.pdf	Listing of many specialists who have been recommended by families of children with special needs.

Links to resources may have changed. Not guaranteed or solicited by Wright County in any way

I want to find out more about:	Website/contact info:
Social Security Benefits	www.ssa.gov
Medical Assistance	http://www.health.state.mn.us/clearinghouse/public.htm or www.dhs.state.mn.us under 'health care'
Guardianship	http://www.mncourts.gov/forms/public/forms/Guardianship_Conservatorship/Guardianship_Manual/GAC101.pdf
Food support	www.dhs.state.mn.us under 'economic supports' or by calling your local county offices financial department
Low cost health care directory	http://mn.bridgetobenefits.org/MN_Low_Cost_Health_Care_Directory.html
Uninsured/underinsured?	http://www.careconnections.mn.org/ Assistance with ID'ing program availability; requirements; benefits; how to apply
How will a change in assets/income affect my benefits? (SSI, MA, Food, etc)	http://www.mn.db101.org/planning/(S(1z4m1lz12ghwqjiy35ritc45))/b2w2_mn_start.aspx?screen=start&l=b2w2_mn http://mn.bridgetobenefits.org/start_screening.html
Disability Benefits 101 (DB101)**** Comprehensive!	http://www.mn.db101.org Disability Benefits 101 gives you tools and information on health coverage, benefits, and employment. You can plan ahead and learn how work and benefits go together. Includes links on how to apply, eligibility determination, asset limits, requirements, etc. ****Great resource!

Updated: 04/19/2011