

Sachem Central School District

Transition Checklist

Student Name: _____

Exit Year: _____

Suggested Age	Required Actions	Steps needed	Date completed
Every 3 years	If the student has an IEP, A reevaluation must be completed once every three years, unless you and the school district agree in writing that it is not necessary.	• Valid IQ test • Adaptive (Vineland, ABAS, etc..) assessment if IQ is above 60. • Autism specialty report if ASD classified and IQ above 70 (if applying for services within the re-eval year) • Social history • Medical Specialty report is needed for specific developmental disabilities (please contact OPWDD eligibility unit 631-416-3955 if not sure)	
Grades 6-9	Consider Graduation /diploma options/transition goals	• Regents • Local Diploma • CDOS credential • SACC credential • Working with your case manager, discuss goals before entering high school.	
Age 14, and every year following	Level 1 Vocational Assessment SVS/Career Plan Develop a Transition Plan	• Case manager completes a level 1 vocational assessment. • Results are shared with the team and on the IEP • Transition goals are added to the IEP and reviewed annually	

On or before age 15 and every year following	Consider internship/volunteer opportunities in the community	www.parenttoparentny.org http://ww1.americorps.org/ https://www.volunteermatch.org/search/orgs.jsp	
On or before age 15	Special Needs Trust Consult with an Estate Planning attorney for creation of a supplemental needs trust (SNT) appropriate for your Family's situation	• Have no more than \$2,000 in child's name • The SNT will provide for your child and ensure that your child will remain eligible for governmental entitlements	
On or before age 15	Application to OPWDD	Step 1: • Family needs to reach out to the front door at OPWDD (631)434-6100 to be assigned a Tabs ID number and speak with the Front Door Facilitator to advise on the next steps. • Facilitator will advise if CCO/Waiver services are appropriate at this time, or if they should be reaching out to the non-Medicaid service coordination agencies to assist with eligibility/Family Support services. Either agency will attach most recent Psychological, Social History, IEP and medical/specialty report depending on classification of DD. • If student has a classification of Autism, an Autism Specialty report is needed (comprehensive report of developmental history and a diagnostic measure ADOS, ADRI, DDPI, CARS etc..)	

		• Parents need to sign consent for Sachem to release documents to OPWDD Step 2: Attend Front Door Information Session (*this can happen before application) Schedule an OPWDD Front Door Assessment 631-434-6000	
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At age 16	Non-Driver's ID	• Secure a Non-Drivers ID through the Department of Motor Vehicles	
Before age 18	Guardianship Determine student's need for someone else to make medical and/or financial decisions after the age of 18 (health care proxy, power of attorney or both)	• Consider Power of Attorney and Petition for Guardianship if needed. • Consider Hiring a special needs attorney who has experience with Special Needs Planning, Guardianship and Trust and Estates for families with individuals with disabilities. OR • File the paperwork yourself through the Suffolk County Surrogate Court.	
At age 18	Obtain Social Security Income and Medicaid	Step1: Obtain paperwork detailing disability and impact to student's life. Make appoint at local social security office and apply for SSI and Medicaid. http://ssa.gov/	

		Step 2: Apply for Medicaid through the Local Social Services Department http://www.suffolkcountyny.gov/Departments/SocialServices.aspx 3085 Veterans Memorial Highway, Ronkonkoma, New York 11779-8900, (631) 854-9700	
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At age 18 or as soon as approved for Medicaid	Secure a Medicaid Service Coordinator (as of July1, 2018) this will now be referred to Care Coordinators	Using a Care Coordination Agency, secure a Care Coordinator https://opwdd.ny.gov/news_and_publications/commissioners-message/care-coordination-organizations-announced	
Ages 18-21 (If OPWDD approved)	Working with your Care coordinator Research Adult Services options such as HCBS Waiver , • Supported Employment • Self-Direction • Program Without Walls • Site Based Program (for the medically fail and severe DD) • Respite Options	Begin Person Centered Planning for adult services Interview potential Programs Interview and choose a startup Broker (if self-direction is an option) Working with your Care Coordinator and/or broker, develop your Individualized Service Plan.	
During last 2 years of school	Open file with ACCES-VR	• Attend an ACCES-VR orientation at the school. • Fill out application and schedule an intake • ACCES-VR will support the student's post high school employment plans depending on need.	

Additional tasks to consider

Suggested Age		Notes
Age 18 and up	Consider College Experience Programs Think College is a national organization dedicated to developing, expanding, and improving inclusive higher education options for people with intellectual disability. With a commitment to equity and excellence, Think College supports evidence-based and student-centered research and practice by generating and sharing knowledge, guiding institutional change, informing public policy, and engaging with students, professionals and families. https://thinkcollege.net/college-search?f%5B0%5D=tc_state_province%3ANew%20York	
At any age	- Submit an application for SCAT, Suffolk County Assisted Transportation - Practice/Travel Training	
At any age	Submit Application for reduced Fair Metrocard	