

Checklist for Transition Process

Transition is a process that needs to begin early. This process is lifelong and can begin in childhood, such as giving choices. Families and professionals should not wait until the child approaches transition age to start.

Youth's Age	Types of Preparation Activities to Take Place	Date Accomplished
12-15 or earlier	<ul style="list-style-type: none"> ➤ Transition issues should become a part of the IEP process and discussed at any meetings where social skills such as problem solving and communication are discussed. ➤ Develop and use a plan to increase responsibilities and independence at home. 	
14	<ul style="list-style-type: none"> ➤ If it has not already occurred, an "official" initial transition meeting as part of the IEP process should occur. ➤ Begin transition-related assessment process by considering the youth's perspective and the parent's perspective of the youth's interests and abilities as well as identifying the youth's needs in each of these areas in preparation for transition milestones to come (i.e. career exploration, vocational training, etc.). ➤ Exploring independent transportation (i.e. public transportation where available, drivers or other options). 	
15	<ul style="list-style-type: none"> ➤ Consider summer employment/volunteer experience. ➤ Prepare job placement file with references and descriptions of acquired skills. ➤ Begin having discussions about driving; pros/cons, preparation process – don't wait until the youth reaches driving age to have this conversation. 	

Youth's Age	Types of Preparation Activities to Take Place	Date Accomplished
16-18	<ul style="list-style-type: none"> ➤ Investigate the age that the youth will transition to adult services for various programs and initiate the application process where applicable. Consider the following programs as a place to begin: <ul style="list-style-type: none"> ○ Education and training (post-secondary, the upper age limit is 22 in most educational areas) ○ Social Security disability programs (including Medicaid and Medicare) ○ Residential services ○ Vocational services ○ Recreational/leisure activities ○ Mental health and other medical services ➤ Explore job-training opportunities at community sites and/or through Vocational Education Programs, this should be part of the IEP (the upper age limit for many of these programs may actually be 22 years of age). 	
16	<ul style="list-style-type: none"> ➤ Make certain transition-related assessments and goals are part of the IEP. ➤ In most states this is the age to begin the legal driving process; hopefully you have had this discussion already and have a plan in place. If the decision has been made not to pursue a driver's license, it will be helpful to go to the Driver's License Bureau and obtain an official ID card in lieu of the DL. 	
17	<ul style="list-style-type: none"> ➤ Review of IEP Transition Plan to update transition related assessments and goals. ➤ Take ACT and SAT tests if applicable. ➤ Complete applications to colleges or other post-secondary training if applicable. ➤ Develop a resume. ➤ Prepare for any transition in healthcare benefits (i.e. Medicaid) PRIOR to 18th birthday 	

Youth's Age	Types of Preparation Activities to Take Place	Date Accomplished
18	<ul style="list-style-type: none">➤ Develop long-term financial support plan.➤ Update post-secondary plan in cooperation with adult service agencies (i.e., mental health centers, community colleges, technical institutes, etc.) to continue to assess:<ul style="list-style-type: none">○ Vocational direction○ Living arrangements○ Transportation needs○ Social/recreational/leisure needs○ Medical/health support	