

Region Five

Secondary Transition Guide

4th Edition- *Revised*



Cass

Ransom

Richland

Sargent

Steele

Traill

Introduction

The Region Five Transition Guide has been developed for students, parents, educators, and service providers to help students transition from high school to the adult world. It includes a transition workbook to start a conversation between parents, students, and service providers about a student's transition planning. The section following the workbook contains information about post-secondary (after high school) education and training, employment, independent living, and adult services including, but not limited to, Developmental Disabilities (DD) Case Management, Vocational Rehabilitation (VR), Job Corps, and Job Service North Dakota. Information has also been included regarding disclosure of a disability in post-secondary and employment settings. This handbook is just a guide and we encourage you to contact the various service providers listed should you have any questions or wish to receive services.

.....A Place for My Notes.....

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

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Student Data Sheet

Name: _____ Date of Birth: _____

Address: _____

Phone: _____ Email: _____

Parent Names: _____

Primary Disability: _____

Secondary Disability: _____

Current Medications: _____

Allergies: _____

Doctor's Name: _____ Clinic Name: _____

Clinic Address: _____ Phone: _____

Pharmacy Address: _____ Phone: _____

Contact Information for Adaptive Equipment: _____

Emergency Contact: _____ Phone: _____

Social Worker: _____ Phone: _____

VR Counselor: _____ Phone: _____

Case Manager: _____ Phone: _____

Registered for Selective Service (Males Only Age 18): Y / N

Has a Social Security card: Y / N

Has a state ID or driver's license: Y / N

Has a Transition Portfolio (this includes your IEP): Y / N

High School: _____ Phone: _____

Address: _____ Case Manager: _____

Important Documents

The following documents will be important to keep in a safe place as they are necessary for you to transition from childhood to adulthood.

- Birth Certificate
- Social Security Card
- State ID or Driver's License
- Medical History
- Immunization Records
- Current IEP or 504 Plan and Evaluation Report
- Medical Card (private insurance or state healthcare program)

How to obtain a North Dakota birth certificate:

1. Go to: [Certified Copies of Birth Records | Health and Human Services North Dakota](#)
-OR-
2. Print and complete the Birth Certificate Application Form.
3. Compute the charges for your order. Applications without fees will not be processed.
4. Access to some birth records is restricted (see the list of restrictions in the instruction section of the form). A birth certificate cannot be mailed to you unless you demonstrate tangible interest. You demonstrate tangible interest by checking the appropriate box on the application and by submitting a copy of your identification or by having your signature on the application notarized. Applications not accompanied by the appropriate identification or notarized will not be processed.
5. Make your check or money order payable to: ND DHHS.
6. Mail form, fees and identification to:
Vital Records
600 E Boulevard Ave – Dept 301 Bismarck, ND 58505-0200

To obtain a birth certificate from another state, contact that state's Department of Vital Records/Statistics.

How to obtain a Social Security Card:

- www.ssa.gov

You must go online and complete an Application for a Social Security Card and show documents proving you are a US Citizenship and proof of your identity. You can then take your completed application to the closest Social Security Office. The Social Security website will identify the closest office to you.

How to obtain your ND Non-Driver ID or Driver's License:

- [Driver License | NDDOT](#)

Non-Driver ID: Can be obtained at your local NDDOT. **Documentation required:** certified copy of your birth certificate and social security card.

The NDDOT's Driver License/Motor Vehicle Scheduler. To book an appointment use the link below.

- [NDDOT Appointment \(nemoappointment.com\)](http://nemoappointment.com)

Appointments can be scheduled online. For additional information regarding testing sites visit:

- [Driver License Sites | NDDOT](#)

Transition Planning Checklist: Ages 14-16

Additional items may apply, and other items may not be relevant to all students.

Items listed are suggested but not required.

School

- _____ Discuss graduation timelines
- _____ Explore transition programs available after completion of 12th grade
- _____ Become involved in high school activities
- _____ Explore availability of Advanced Placement or Post-Secondary Course options offered as dual credit at the high school level
- _____ Participate in IEP/Transition Planning meeting
- _____ Participate in initial transition IEP
- _____ Complete an interest inventory

Community & Other

- _____ Identify leisure/recreational options and participate in community activities
- _____ Explore transportation options and identify financial resources for persons with disabilities related to transportation
- _____ Participate in initial transition IEP
- _____ Participate in ongoing transition assessment
- _____ Consider the necessity/appropriateness of securing case management services
- _____ Discuss Medical Assistance, Social Security, and waiver options
- _____ Explore financial resources for persons with disabilities related to housing, economic assistance programs, personal income and asset restrictions
- _____ Identify agencies that can assist with obtaining a driver's license or a state ID card
- _____ Identify needs in self-advocacy
- _____ Discuss the guardianship/conservatorship process

Work

- _____ Begin exploration of career and post-secondary goals
- _____ Identify agencies that can assist with obtaining a driver's license or a state ID card
- _____ Identify needs in self-advocacy
- _____ Discuss the conservatorship rep payee, benefits planning process
- _____ Contact Vocational Rehabilitation to apply for vocational services

Transition Planning Checklist: Ages 17-18

Additional items may apply, and other items may not be relevant to all students.

Items listed are suggested but not required.

- _____ Identify, select, and apply for post-secondary schools or other training programs, if applicable
- _____ Take college entrance exams (ACT, WorkKeys, or Accuplacer when applicable)
- _____ Establish graduation date (ages 18-21)
- _____ Contact Disability Services Coordinator
- _____ Check on campus housing arrangements, to identify possible accommodations.
- _____ Meet with Financial Aid Office
- _____ Participate in transition education classes if available
- _____ Review/update IEP or 504 Plan (Invite community agency personnel to annual meeting)

Community & Other

- _____ Continue to assess transportation needs and training
- _____ Continue to establish social and recreational activities
- _____ Apply for residential programs/services when student is ready to move to a new living situation -
(there are often waiting lists for these programs, and it's important to apply early)
- _____ Continue to assess healthcare needs and support services
- _____ Continue to assess needs and supports for independent living
- _____ Register with Selective Service (males, age 18)
- _____ Continue to learn about rights and responsibilities in developing self- advocacy skills
- _____ Continue to assess assistive technology needs for education, home living, and employment
- _____ Apply for Vocational Rehabilitation services.
- _____ Initiate/apply for guardianship/conservatorship if appropriate
- _____ Apply for Medical Assistance if not covered by parental insurance plan
- _____ Apply for case management services and explore requirements for transition to adult services
- _____ Apply for social security if appropriate

Work

- _____ Develop resume, work history, and identify references
- _____ Explore services available through Job Service

Transition Planning Checklist: Ages 19-26

Additional items may apply, and other items may not be relevant to all students.
Items listed are suggested but not required.

School

- _____ Participate in transition education classes
- _____ Actively participate in transition IEP meetings

Work

- _____ Apply for Vocational Rehabilitation services
- _____ Continue to participate in the employment planning process, including supported work environments with your Vocational Rehabilitation Counselor

Community & Other

- _____ Apply for Medical Assistance/Medicaid
- _____ Apply for residential programs/services when student is ready to move to a new living situation –
there are often waiting lists for these programs, so it is important to apply as early as possible.

Questions to consider as I begin my transition journey:

1. Is there accessible housing in the community in which I plan to live?
2. Do I need to get on a waiting list for accessible housing? If so, when should I apply to get on the list?
3. What agencies provide assessments to help me determine my strengths and needs in independent living skills?
4. What agencies provide support services (daily living assistance, housekeeping, transportation) in the area that I plan to live?
5. What funds are available to me to assist with paying for housing, transportation, and other living expenses?
6. What support can be provided under the Home, Work and Community-Based Services?
7. Do I qualify for housing assistance?
8. Do I understand what social security is?
9. How do I apply for Social Security? When should I apply?
10. How do I pay for technology and equipment that I need to live in a house, dorm, or apartment?

This guide is designed to help you answer these and many other questions you may have on your mind as you begin the process of transitioning from high school to life after high school.

TRANSITION WORKBOOK

Disability Information

What is my disability?

Who is my doctor?

How does my disability affect me:
At work?

In school?

In daily living?

Advocacy

Advocacy: Advocacy is the action of pleading in favor of something, such as a cause, idea, policy or proposal.

Self-Advocacy: Self-advocacy means individually or in groups, people with disabilities speak or act on behalf of themselves or others or on behalf of issues that affect them directly.

Responsibility: The opportunity or ability to act independently and make decisions.

Accountability: A willingness to accept responsibility or to account for one's actions.

Describe a time in which you have advocated for yourself.

Jobs and Job Training

What are my career/work goals after graduation?

Have I taken any career/interest inventories at school? What were the results? Did my counselor have any recommendations?

What is the education and/or training requirements for my career/work goals?

Have I kept accurate records? Am I developing good work/volunteer references?

Have I applied for Vocational Rehabilitation Services? Who is my Counselor?

Have I visited Job Service and explored the various programs? Who is my WIOA Advisor?

Post-Secondary and Lifelong Learning

Am I going to attend college, vocational or trade school after high school?

Which colleges or training programs have I explored?

- Have I applied to a college?
- Was I accepted?
- Who is my college advisor?
- Have I visited disability services?

Are my high school classes preparing me for post-secondary schooling? If not, what else do I need to take?

Have I applied for FAFSA/Financial Aid?

Home Living

Where will I live after high school? (at home, in an apartment, etc.)

What do I need to do to obtain the housing arrangements I have chosen?

What skills do I have now to live independently? For example, cooking, cleaning, laundry, money management, etc.

What skills do I still need to learn before I can live on my own?

Have I completed an independent living assessment in school? What were the results?

Community Participation

What activities do I participate in within my community? For example, do I vote, am I a member of a church or social organization, and do I use my local library?

What volunteer experiences do I have?

How could volunteer experiences help me in my future?

Do I need help getting involved in my community? If so, what type of assistance will I need and who will I contact?

Recreation and Leisure

What are my interests and/or hobbies?

Who can help me pursue those interests and/or hobbies?

What do I like to do for fun?

Have I taken an interest inventory at school? What did the results say?

Where do I find events in my area? Are there local websites, community calendars, etc.?

POST-SECONDARY AND LIFELONG LEARNING

Training and Education Options

On-the-Job Training (OJT): On-the-job training programs allow students the opportunity to learn a new skill or job rather than attend school. Students are assisted in locating local employers to train for a permanent position. After an OJT contract has been negotiated and signed, the employer then hires the participant(s) as a regular employee and begins training according to the contract. Employers are reimbursed a percentage of the costs involved in training the individual.

The goal of this training is to retain the trainee as a permanent employee. OJT involves individuals at the entry level. Training is designed to help participants reach their fullest potential and become self-sufficient in the job. A referral must be made from an agency such as Vocational Rehabilitation or Job Service (through the WIOA {*The Workforce Innovation and Opportunity Act*} for funding for an OJT.

Adult Learning Centers: Adult Learning Centers provide services designed to help individuals increase knowledge and improve basic skills such as reading, writing, English language usage, and GED preparation. Many Adult Learning Centers offer short-term occupational training in areas like basic computer skills and certified nursing assistant classes. Students will want to check with each learning center in their area to determine what specific training programs are available.

Training Centers: Short term occupational training can be obtained through training centers. Training centers are not associated with post-secondary schools and offer training in specific occupations such as welding, certified nursing assistant, truck driving, or computer courses. Training centers may also offer supported employment services and assistance with obtaining and maintaining a job.

Vocational and Technical Schools & Community Colleges: Vocational and Technical Schools and Community Colleges are post-secondary schools that provide training opportunities ranging from short term certificate programs to two-year diploma programs (usually called A.A., A.S. and A.A.S. degrees). Training programs at these schools are typically designed to provide specific occupational skills and knowledge.

Colleges and Universities: Colleges and universities offer long term classroom training ranging from a two-year degree to a graduate degree. Programs vary widely among schools and training can be obtained in a specific career field or in a generalized area such as "Liberal Arts".

The following options may be available to help students in funding their training program:

- Federal Student Financial Aid (FAFSA)
- Self-pay or private loans through lending institutions
- Scholarships and grants
- Agencies such as Vocational Rehabilitation and Job Service North Dakota may have funding for training available based on program eligibility criteria.

The Next Step - Making the Transition from High School to College

Freshman Year

- Learn what your disability is and how to explain it to others
- Actively participate in your IEP or 504 meetings
- Advocate for yourself in the transition planning process
- Meet with your school counselor to develop a course plan to prepare you for college
- Get involved in activities in your school

Sophomore Year

- Continue to actively participate in the transition planning process
- Continue to take High School classes that will prepare you for college

Junior Year

- Make a list of the colleges you may want to attend
- Contact Vocational Rehabilitation to determine eligibility for services
- Review with family, friends, teachers, school counselor, and IEP team your goal to attend college
- Visit college websites
- Visit 3-5 college campuses
- While on campus be sure to visit the Admissions Office, Financial Aid Office, and Disability Support Services Office
- Register, prepare for, and take college placement tests such as ACT or WorkKeys and request accommodations, if appropriate
- Start developing work/volunteer history and professional references

Senior Year

- Submit applications for admission to colleges of choice during fall semester
- Fill out FAFSA (Free Application for Federal Student Aid)
- Submit documentation of disability to Disability Support Services if you plan to use their services to request accommodations
- Continue to visit college campuses, as necessary. Check into accessibility in buildings, classrooms, housing and transportation, if needed

Self-Disclosure and Requesting Accommodations for Higher Education

Understanding disclosure is especially important as students transition from high school to postsecondary education systems. In this transition process, students are leaving a system where they are entitled to receive services and entering another where they may be eligible for reasonable accommodations if they have a documented disability, make their needs for accommodations known, and if they are covered by the law.

To receive accommodations in postsecondary school, information about the disability must be shared, or disclosed, with the relevant personnel. Disclosure means that students with disabilities share personal information about their disability for the specific purpose of receiving accommodations. There is no standard form or set of requirements regarding what people must share about their disabilities. Thus, the student will need to decide what, if anything, he or she wants to reveal. **Unlike in grades K-12, it is a student's responsibility to personally disclose his or her disability to someone who has the authority to provide accommodations.**

When to disclose a disability

- Prior to enrollment
- At the time of enrollment
- After being diagnosed with a disability
- At any time during the educational process

What to disclose about a disability

- Information about the disability, including assessments and documentation of the disability
- Types of academic accommodations that have been used in the past
- Types of academic accommodations that are anticipated in the postsecondary setting
- Assistive technology that may be needed after high school
- **School may need verification of disability – such as an IEP/504 or medical documentation**

Students should be able to describe how their disability affects aspects of learning:

- Classes (lectures, laboratory, web-based classes, collaborative groups)
- Assignments (reading, writing, calculating, keyboarding, library work)
- Communication (speaking, listening, using phones and e-mail)
- Evaluation (tests, papers, oral reports, group presentations, projects)
- Time constraints (timed tests, deadlines, assignment due dates)
- Attendance (class, required activities, residential living requirements)

How students can disclose their disability:

- Contact the disability support services office located on campus to discuss the impact of the disability on learning and to arrange accommodations

Differences between High School and College

As a student transitions from high school to college, a student with a disability should not assume the accommodations and services provided in high school will be identical to those offered at the college level. Colleges and universities are responsible to provide equal access to the learning environment for individuals with disabilities. Access is provided through approved reasonable accommodations based on the functional limitations of the disability. Equal access does not necessarily mean “same” access.

Differences in Courses

High School	College
Class attendance is mandatory and monitored carefully	Students are expected to follow the instructor's attendance policy as stated in the syllabus
Teachers will usually approach students who are having academic difficulties	Students are responsible to ask the instructor for support
Teachers remind students of assignment due dates	Students are responsible for keeping track of their projects, assignments and test dates
Teachers will provide students with missed information when they are absent	Students must approach their instructors for information they missed when absent
Teachers many times will provide extra credit assignments to help students raise their grades	Extra credit assignments are not usually given
Make up tests are usually available	Make up tests may not be an option
Teachers present information to help the student understand the textbook	Instructors may not follow the textbook, but lectures enhance the topic

Differences in Accommodations

High School	College
Services include individually designed instruction, modifications, and accommodations based on the IEP	Reasonable accommodations may be made to provide equal access and participation
Modifications that change course outcomes may be offered based on the IEP	The college is not required to lower or effect substantial modifications to essential requirements
Appropriate accommodations are determined by the student's Individualized Educational Plan (IEP)	Appropriate accommodations must be determined based on the student's disability documentation, and individual need

Differences in Parent or Legal Guardians Role

High School	College
Legal guidance is provided by IDEA	Legal guidance is provided by Section 504 and ADA
Parents must ensure that their child attends school until the age of 16	Parents are not required to send child to college
Periodic progress reports are given to parents	No progress reports will be given to parents
Teachers are free to approach parents without consent from student to discuss student's progress	Without a release of information signed by the student the teacher legally cannot include the parents in any part of the educational process
The parent is the student's legal guardian	In college the student is his/her own legal guardian unless there is a court order to the contrary
The parent is expected to advocate for the student	The student is expected to advocate on his/her own behalf.

High School	College
The school is responsible for identifying students with disabilities	The student must self-identify or disclose his/her disability
The school must provide the assessment of disability, classify disability, and involve parents	The student must provide documentation of his/her disability to the designated office
School staff will discuss academic progress with parents or legal guardians	The student is considered an adult with privacy and confidentiality protections. Staff cannot talk with parents or legal guardians about the student's academic progress
The school must develop an Individualized Education Plan	The student must request specific accommodations and provide supporting evidence through documentation
The school must provide a free and appropriate education including modified program and appropriate related services	The student must act as independent adults to activate and obtain accommodations and structure weekly schedules
The school must coordinate the provision of all services, monitor progress, and evaluate results	The college must provide reasonable accommodations for students who qualify

There is no Special Education at the college level. Educational rights covered by IDEA (Individuals with Disabilities Act) do not apply to postsecondary education. Colleges must comply with ADA (Americans With Disabilities Act), Section 504 of the Rehabilitation Act and the Civil Rights Restoration Act. College students have civil rights, but no 'education' rights.

Postsecondary institutions are required to:	Postsecondary institutions are not required to:
Make all programs and services physically accessible to all students	Provide specific auxiliary aids if the college provides a method of assistance that allows equal opportunity
Provide auxiliary aids, notetakers, and appropriate equipment to ensure the participation of students with disabilities in college classes and activities	Provide academic modifications if these modifications would fundamentally alter the nature of the course or program or place undue burden on the institution.
Accommodate the academic participation of qualified students with disabilities in college classes and activities	Lower admission criteria for applicants with disabilities
	Diagnose a disability or conduct testing and assessment of learning difficulties, physical, or mental impairments
	Provide personal attendants
	Provide personal or private tutors
	Prepare Individualized Education Programs (IEP's)

Students can access post-secondary education and/or training on their own, or they can access training with the assistance of Vocational Rehabilitation, Job Service, or Job Corps. If college or university education/training is not an option for a student, alternative training may be obtained through On-the-Job Training programs, Adult Learning Centers, and Educational and Vocational Training Centers.

The help you get in high school will not be the same help you will receive in the adult world. It will be your responsibility to seek out the services/supports you may need.

College Programs for Students with Disabilities

North Dakota State University Transition and Access Program

The Transition and Access Program at North Dakota State University is an inclusive college program for students with disabilities. The programs' goal is to make the dream of college a reality for students with intellectual disabilities and create quality futures for these individuals to live and work in their communities.

Contact Information:

ndsutap@ndsu.edu

701-231-1805

Valley City State University Viking Pathway Project

The Viking Pathway is an inclusive college program serving students with intellectual disabilities. Students are supported in the domains of academics, employment, independent living, social skills and wellness.

Contact Information:

Heather Peschel
Viking Pathway Project Director

Heather.peschel@vcsu.edu

701-845-7188

Janna Kohler
Viking Pathway Project Coordinator

janna.kohler@vcsu.edu

701-845-7534

Minot State University ASTEP

ASTEP (Advancing students toward education and employment program) is an inclusive college program for students with intellectual and developmental disabilities. ASTEP's goal is to make the dream of college a reality for students with I/DD and create quality futures for these individuals to live and work in their communities.

Contact Information:

Tracey Olson
Project Director

Tracey.olson.1@ndus.edu

701-858-4498

JOBS AND JOB TRAINING

Vocational Rehabilitation (VR)

Vocational Rehabilitation (VR) works with students who have difficulties with education and/or employment to gain skills and independence. As a student, there are many paths to consider after high school. We can help you plan for your future and work toward your career goals!

★ To be eligible for VR services, you must meet the following criteria:

- Have a documented disability such as physical, mental health, medical or learning concern
- Need services that lead to employment
- You want to work in the community!

Students do not need to have an Individual Education Plan (IEP) or 504 plan to be eligible.

★ **Pre-employment Transition Services (Pre-ETS)** services are available to high school students with disabilities ages 14-21. These services are available regardless of if you have been determined eligible for VR or not.

★ **What Can I Gain from Working with VR?**

- **Job Exploration**-Identify career interests, find and explore jobs in the community, locate in-demand jobs.
- **Work Based Learning Experiences**-participate in job shadows, mock interviews, and work experiences.
- **Counseling for Post-Secondary Education**-Explore careers, degree programs and other training paths. Referrals to college campus resources and support. Prepare for college or training.
- **Workplace Readiness Training**-Build skills related to communication, time management, problem-solving. Understand what is required at work and independent living/community living skill development.
- **Instruction on Self-Advocacy**

Contact Information:

North Dakota Vocational Rehabilitation
1655 43rd St. S. Suite 208
Fargo, ND 58103
(701) 298-4487 or (888) 342-4900

[Student Services | Health and Human Services North Dakota](#)

[North Dakota Vocational Rehabilitation | Health and Human Services North Dakota](#)

Counties served by the above office: Cass, Traill, Steele, Richland, Ransom, Sargent

Job Corps

The Quentin N. Burdick Job Corps Center, in Minot, ND, is a federally funded residential and vocational center that offers training at no charge to its participants. Job Corps is a nationwide program that has served the country for over forty years. Quentin N. Burdick, a former North Dakota senator, brought the program to North Dakota in 1994.

Job Corps provides a way for students to get their high school or general education diploma (GED) in a non-traditional setting. Job Corps also offers several trade programs for students who are working on their diplomas or who have already graduated from high school. These trade programs include:

- Carpentry
- Facilities Maintenance
- Auto Repair
- Welding
- Health Occupations Training
- Food Service/Culinary Arts
- Medical Office Support
- Office Administration
- Computer Repair and Networking

Students can enroll in Job Corps at any time during the year. The program is self-paced and students have up to two years to complete a trade program. Students may choose to participate in a Work-Based Learning Program that provides hands-on training in an actual workplace. Additionally, students who have completed their training have the opportunity to continue their education at Minot State University with assistance from Job Corps.

To be eligible for Job Corps, students must be between the ages of 16 and 24 and meet one of the following criteria:

- Have a qualifying disability
- Have an Individual Education Plan (IEP)
- Meet certain income guidelines

Job Corps also offers a Solo Parent Program, which allows single parents to go to school while providing single parent housing and daycare services.

Tours of the Minot Job Corps Campus are available upon request. Contact Information:

Burdick Job Corps Center Outreach
Office
3310 Fiechtner Drive Suite 102
Fargo, ND 58103
(701) 234-1714
Fax: (701) 234-1886

Quentin N. Burdick Job Corps Center
1500 University Avenue West
Minot, ND 58703
(701) 857-9600
www.burdickjobcorps.com

Job Service North Dakota (JSND)

JSND provides services to job seekers and employers designed to meet the current and future needs of the state of North Dakota. Services are offered in the following areas:

Resource Centers: The resource centers are furnished with computers and internet access to assist customers in searching for employment, preparing resumes, applications, and interest assessments.

Work Experience: Work Experience provides a short-term job for individuals who have a limited work history or who have not worked recently. The Work Experience program provides job skills, job experience, and the opportunity to improve work habits.

On-the-Job Training: On-the-Job Training assists employers with the cost of training employees on the job. The employer gets a worker trained specifically for their business and the worker receives a wage while in training.

Registered Apprenticeship is a structured training program combining paid on-the-job training with related technical instruction in a highly skilled occupation. It is used for both non-union and union career opportunities.

Vocational Skills Training: It may be possible to attend a post-secondary institution or a specialized short-term classroom program to gain job skills. Training is available in a variety of occupations where there is a high demand for workers. Workforce programs may assist with tuition, fees, and books.

Classroom Training: Classroom training is provided for both occupational skill development and basic or remedial skills. Typically, this training takes place within an established course curriculum offered through a secondary or post-secondary training institution. Tuition, books, fees, and supplies can be paid for through programs administered by Job Service North Dakota.

The Workforce Innovation and Opportunity Act (WIOA) is a federally funded program that provides training assistance to eligible individuals. See below for specific training opportunities and eligible training provider information.

Youth Employment and Training

The Workforce Innovation and Opportunity Act Youth Employment and Training Program provides youth with a broad range of year-round coordinated services. These services include academic and occupational learning assistance, leadership development, preparation for further education, additional training, and eventual employment. Youth can access all required program elements as needed through Job Service North Dakota.

Providers with training programs that align with the in-demand occupations may apply to be included on the Eligible Training Provider List. Students who qualify for WIOA may receive funding for these training programs.

- [North Dakota In-Demand Occupations List](#)
- [ND WIOA Eligible Training Providers](#) – Listing of North Dakota Workforce Innovation and Opportunity Act training providers, program titles and program lengths.

North Dakota Citizens for All

Designed for learner success, Skills for All provides free, quality, self-paced online learning aligned to industry jobs and connects learners to in-demand entry-level IT jobs, industry certifications and valuable career resources. Skills for All from Cisco Networking Academy gives learners everywhere-from all backgrounds and experiences-a pathway to a career in technology.

For more information:

<http://www.jobsnd.com>

Job Service North Dakota
1350 32nd St S
Fargo, ND 58103
(701) 239-7300

Job Service North Dakota
1501 28th Ave S
Grand Forks, ND 58201
(701) 795-3700

Job Service North Dakota
1307 12th Ave NE, Suite 3
Jamestown, ND 58401
701-253-6200

Job Service North Dakota
524 2nd Ave N
Wahpeton, ND 58075
701-671-1550



Mind Shift

Contact: Jennifer Olson, Client Manager for North Dakota
jennifer.olson@mindshift.works

Website: www.mindshift.works

Summary:

Mind Shift is a non-profit alternative staffing agency working to place people on the Autism Spectrum into long-term employment that fits their skills and interests. We are currently most active in the Fargo/Moorhead area but are working to expand across all of our market states (ND, MN, WI, CO).

We partner with businesses in a variety of industries – computer programming, administration, manufacturing, advertising, non-clinical healthcare, and many others. Our service brings together talented neurodiverse individuals and businesses who need their skills. Our process provides support that fosters positive working relationships for long-term success.

We are looking for candidates that are over 18 with their high school diploma or GED equivalent. If you are a graduating student that identifies as neurodiverse and you are looking to transition directly into the workforce, please check out our website to learn more! If you'd like us to reach out for an introductory call, click the "Job Seekers" button on the website home page to fill out our contact form. One of our team will reach out to you, typically within 3 business days, to schedule a call or online meeting.

Self-Disclosure & Employment

Understanding disclosure is important as students transition from high school to employment. When students enter the workforce, the Individuals with Disabilities Education Act (IDEA) no longer applies. Instead, the Americans with Disabilities Act (ADA) and the Rehabilitation Act protect workers from disability-related discrimination and provide access to employment opportunities. These laws require that qualified applicants and employees with disabilities be provided with reasonable accommodations, but **only** if an individual discloses their disability.

This is the time that you need to become your own advocate.

When to disclose a disability:

- Before the job interview if you think you may need accommodations to complete the interview process
- At the interview
- Before any drug testing for illegal drugs, you may want to disclose any prescription medications you are currently taking
- After the job has been offered
- During employment
- Never – it is OK to not disclose your disability if you do not need an accommodation, it is your choice

What to disclose about a disability:

- General information about the disability
- How the impairment impacts the ability to perform the essential functions of the job
- Types of accommodations that have been effective in the past
- Types of accommodations anticipated in performing key job tasks

Disclosure Rights and Responsibilities

Workers with disabilities are entitled to:

- Disability information treated as confidential and with respect
- Gather information about any employer's hiring practices
- Decide to disclose a disability at any time throughout the employment process
- Consideration for a job based on skills and abilities

Workers with disabilities are responsible for:

- Disclosing information about the disability and the need for any work-related accommodations
- Openly discussing all skills and abilities related to the essential functions of the job
- Being honest, self-determined, and proactive in advocating for accommodations

How to Disclose a Disability

- Disclose information regarding the disability on a “need-to-know” basis
- Only provide details as they apply to the need for work-related accommodations
- Discuss disability and accommodation needs with a supervisor or human resources department representative

OTHER ADULT SERVICES

Family Voices of North Dakota

Family Voices of North Dakota (FVND) is a statewide health information and education center for families whose lives are impacted by their children/youth having special health care need or a disability. Our role is to ensure that families receive informational and emotional support in caring for their child or youth and for policy makers and professionals to understand the current needs of our families being served. We typically serve families and their child/youth from prenatal/birth through the transition process up to age 26 into adulthood.

When you work with us, families and providers receive information and emotional support via 1:1 assistance through phone contact, e-mail contact workshops, and publications. Assisting families by providing linkages and community resources, navigate health care and related service systems and avoid or overcome barriers to care for their children.

You have come to the right place:

- If you need assistance and materials to assist in navigating the health system such as a child's disability or health care needs, Medicaid, Social Security, a variety of health information.
- Need assistance understanding various resources for your child or a family you are assisting.
- Need information from our resource library
- If you would like to be added to our e-mail list serv or any of the various newsletters
- Need a workshop for families in your area or service providers, give us a call, we have many topics to choose from to meet your needs

Family Voices aims to achieve family-centered care for all children and youth with special health care needs and/or disabilities. Through this national network, Family Voices provides families tools to make informed decisions, advocates for improved public and private policies, builds partnerships among professionals and families, and serves as a trusted resource on health care.

All services provided to your family are at NO cost to you! Please contact us for more information.

Contact Information:

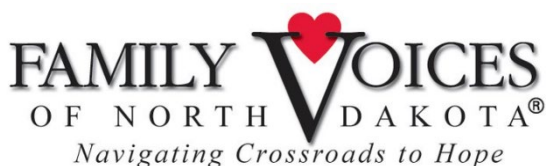
Family Voices of North Dakota

P.O. Box 163

Edgeley, ND 58433

Phone: (888) 522-9654

Email: fvnd@drtel.net Web: www.fvnd.org



Qualified Service Provider (QSP) Services

Services are provided to improve the quality of life for people who have physical disabilities and/or people who have mental illness, and who require support services within their homes and communities. Supports focus on allowing the individual to continue to live in their own homes. Regularly scheduled services may be provided once or twice weekly, or up to multiple times per day.

Services Provided:

- Transportation and Mobility Assistance
- Housekeeping
- Meal Preparation
- Grooming and Personal Hygiene
- Communication and Money Management
- Advanced Care
- Respite Care

Contact Information:

Cass County Adult Services 211 9th St. S.

Fargo, ND 58103

Phone: (701) 297-6000

Web: [Adults and Aging Qualified Service Providers \(QSP\) | Health and Human Services North Dakota](#)

North Dakota Vision Services/School for the Blind

The North Dakota Vision Services/School for the Blind (NDVS/SB) functions as a statewide comprehensive resource center and works cooperatively with related agencies in providing a full range of services to all persons who are blind or visually impaired, including those with multiple disabilities.

NDVS/SB provides regionalized outreach services and center-based programming to persons of all ages; infants and their families, students, and adults. Also available is information about services and products that can help in maintaining independence.

Contact Information:

NDVS/SB
500 Stanford Rd.
Grand Forks, ND 58201
Phone: (800) 421-1181 or (701) 795-2700
Web: www.ndvisionservices.com

North Dakota School for the Deaf/Resource Center for Deaf and Hard of Hearing

The Adult Outreach program from the North Dakota School for the Deaf/Resource Center for Deaf and Hard of Hearing provides statewide services and advocates on behalf of people who are Deaf and Hard of Hearing to promote opportunity and independence by ensuring that communication and services are accessible, and by increasing awareness of the needs of people who are Deaf or Hard of Hearing to the general public.

Adult Outreach services provides:

- Information and Consultation
- Educational Presentations
- Assistive Technology information
- Additional Resources

We serve and collaborate with North Dakotans who are:

- Deaf
- Hard of Hearing
- Late-deafened
- Older Adults with hearing loss
- Family members of those with hearing loss
- Public and Private Service Providers
- Employers and Businesses
Individuals and Community Group

Contact Information:

NDSD/RCDHH
1401 College Dr. N.
Devils Lake, ND 58301
Phone: (701) 665-4401 or (701) 665-4416
Grand Forks (701) 795-2792

[Home | School for the Deaf, of North Dakota \(nd.gov\)](http://nd.gov)

North Dakota Association for the Disabled, Inc. (NDAD)

North Dakota Association for the Disabled, Inc. (NDAD) is a statewide charitable nonprofit organization helping people with a wide range of disabilities and medical issues in North Dakota and neighboring communities.

Through the **Direct Financial Assistance Program**, NDAD pays for qualified clients' prescription medications, out-of-town medical travel expenses, medical equipment, home and vehicle accessibility, in- town accessible transportation fees, personal attendant care expenses, and adaptive recreational activities. NDAD collaborates with Vocational Rehabilitation by providing financial assistance to eligible clients to pay for various services including travel, supplies, and miscellaneous expenses.

Through NDAD's health care equipment loan program (**H.E.L.P.**) individuals may borrow durable medical equipment at no charge for 90 days. H.E.L.P. offers power wheelchairs and scooters, manual wheelchairs, walkers, canes, crutches, and more.

NDAD is a resource for **Community Fundraisers** which can aid with medical bills, pre- existing bills and other costs related to a health challenge. NDAD provides consultation of the funds and pays expenses from the fund.

NDAD supports individuals through **Information and Referral** services. Often people are unaware of available services or how to get help. A major goal of NDAD is to assist people in receiving help through other agencies whenever possible.

NDAD protects the rights of people with disabilities helping individuals receive services to which they are entitled from the appropriate agencies. NDAD will refer individuals to **Advocacy** programs for support and guidance.

Contact Information:

NDAD-Fargo
21 University Dr. N Fargo, ND 58102
Phone: (701) 281-8215
(888) 363-6323
Email: fargo@ndad.org
Web: www.ndad.org

Transitional Youth Services

Fraser Ltd., Transitional Youth Services (TYS) provides shelter, basic needs, life skills education and advocacy services for disenfranchised youth by supporting independent thought and empowering self-directed action.

TYS represents two unique programs, **Stepping Stones Resource Center** and the **Transitional Living/Emergency Shelter Program**. It is the goal of these programs to fill the need of sheltering and housing options, basic needs, life skills education, and advocacy services for transitioning young adults ages 16 - 26 who are homeless or are at risk of becoming homeless.

Stepping Stones Resource Center

Stepping Stones Resource Center is a drop in center located at 711 S University Drive, Fargo, ND. Memorial Day - Labor Day open Monday through Friday 8am-6pm; Saturday 10am-6pm. Labor Day to Memorial Day open Monday through Sunday 8am-8pm. Stepping Stones provides case management and access to basic needs such as bus passes, hygiene items, free laundry, blankets, computer and Wi-Fi access, food, clothing, and children's items including diapers, wipes and formula. Lunch is served weekdays from 12p-1p and hot breakfast on Wednesday mornings at 9:30. During the winter months SSRC adds an extended hours shelter program from 8p-8a to serve youth as the shelters in the area fill due to inclement weather.

Transitional Living Program:

Transitional Living Program was started in 2010 for transitional aged youth who are experiencing homelessness or at the highest risk of becoming homeless. Currently, they can serve 5 youth in their current housing. The program is 90 days assists youth in accessing permanent housing and other support through case management offered to those in our program.

Permanent Supportive Housing:

The Permanent Supportive Housing (PSH) project opened May 2014. This program is the first of its kind in the state of North Dakota. Individual single-room units are leased to youth ages 18-26 who have been determined the "hardest to house" individuals. Residents sign 12 month leases and work with staff on independent living skills, increasing their income potential, developing positive rental history, etc. Each room comes furnished and includes a vanity with sink, mini-fridge and built in storage. Residents share a bathroom and kitchen. The property is staffed and rests in a prime residential location right next to a bus line.

Contact Information:

SSRC
2902 S. University Drive Fargo, ND 58103
Phone: [701-232-3301](tel:701-232-3301)
E-mail: fraser@fraserltd.org
Web: Fraser LTD - Fraser, Ltd.
Youth: [Youth - Fraser, Ltd. \(fraserltd.org\)](http://Youth - Fraser, Ltd. (fraserltd.org))

Developmental Disabilities (DD) Program Management

Developmental Disabilities (DD) Program Management is part of the North Dakota Department of Human Services. A DD Program Manager can serve as a starting point to help people with developmental disabilities in finding and getting needed services. Participation in DD Program Management is voluntary. To be eligible for DD services, a person must meet the following criteria:

- Have an intellectual disability due to a physical or mental impairment (other than mental illness) or combination of both
- Substantial limitations in three or more major life areas (self-care, learning, language, self-direction, mobility, economic sufficiency, and independent living)
- The disability manifests itself before age 22 and will likely continue indefinitely

Note that in addition to meeting the eligibility criteria, a person must have Medicaid (Medical Assistance) to receive nearly all DD funded services.

DD Program Management services include:

- Information and referral for important services such as social, medical, educational and vocational options
- Referral and access to residential supports and employment supports
- Consultation (for example, attending IEP meetings)

Some additional services for people under age 21 include:

- In home supports for youth who are not safe to be left unattended
- Ability to pay for some equipment and supplies related to the youth's disability

Contact Information:

Southeast Human Service Center
2624 9th Ave S
Fargo, ND 58103
Phone: (701) 298-4500
Toll Free: (888) 342-4900

Process to Obtain Developmental Disabilities Program Management (DDPM) and DD Services

Step 1:

Contact your local Human Service Center: <https://www.hhs.nd.gov/regional-human-service-centers>

Your inquiry will be provided to the DD Unit and they will arrange for an in-person meeting to gather information.

Step 2:

During the in-person meeting, the following will be addressed:

- Information about you and your needs
- Explanation of the eligibility criteria/process for both DDPM and DD services, Medicaid eligibility, role of the DDPM, and overview of DD services.
- Complete an application, release of information, and other necessary paperwork.
- Assist in obtaining or completing any necessary evaluations or information such as adaptive functioning, psychological testing, school records, speech, etc.
- Complete a screening assessment identifying current levels of functioning to determine level of care:
 - If eligible, this assessment must be completed each year, if you wish to continue to receive services.

Step 3:

After all the necessary information is obtained, the Human Service Center will determine if you are eligible for DDPM and/or DD services using the information collected and screening assessment. A notice will be sent to you to let you know the results of the eligibility determination. If you are determined not eligible, you can request an appeal to have the decision reviewed.

- Eligibility for DDPM and DD services are 2 separate processes, and you may be eligible for only DDPM or both DDPM and DD services. (see next page)
- Eligibility may take up to 45 days, or longer if all the information is not available.
- **What is a DDPM?**

The DDPM is an employee of the State of North Dakota Department of Human Services located at one of the eight regional human service centers. The DDPM will help you locate, coordinate, provide information, and monitor supports and services with you, including natural and community supports.

Step 4:

If you are determined eligible for DDPM and/or DD services, you will choose among available DD services, will be referred to available DD providers of your choice, and can meet with any providers. Once an available provider(s) accepts your referral, you will choose the provider(s) to provide the service(s).

- Self-directed services are available and may be an option depending on your service needs.

Step 5:

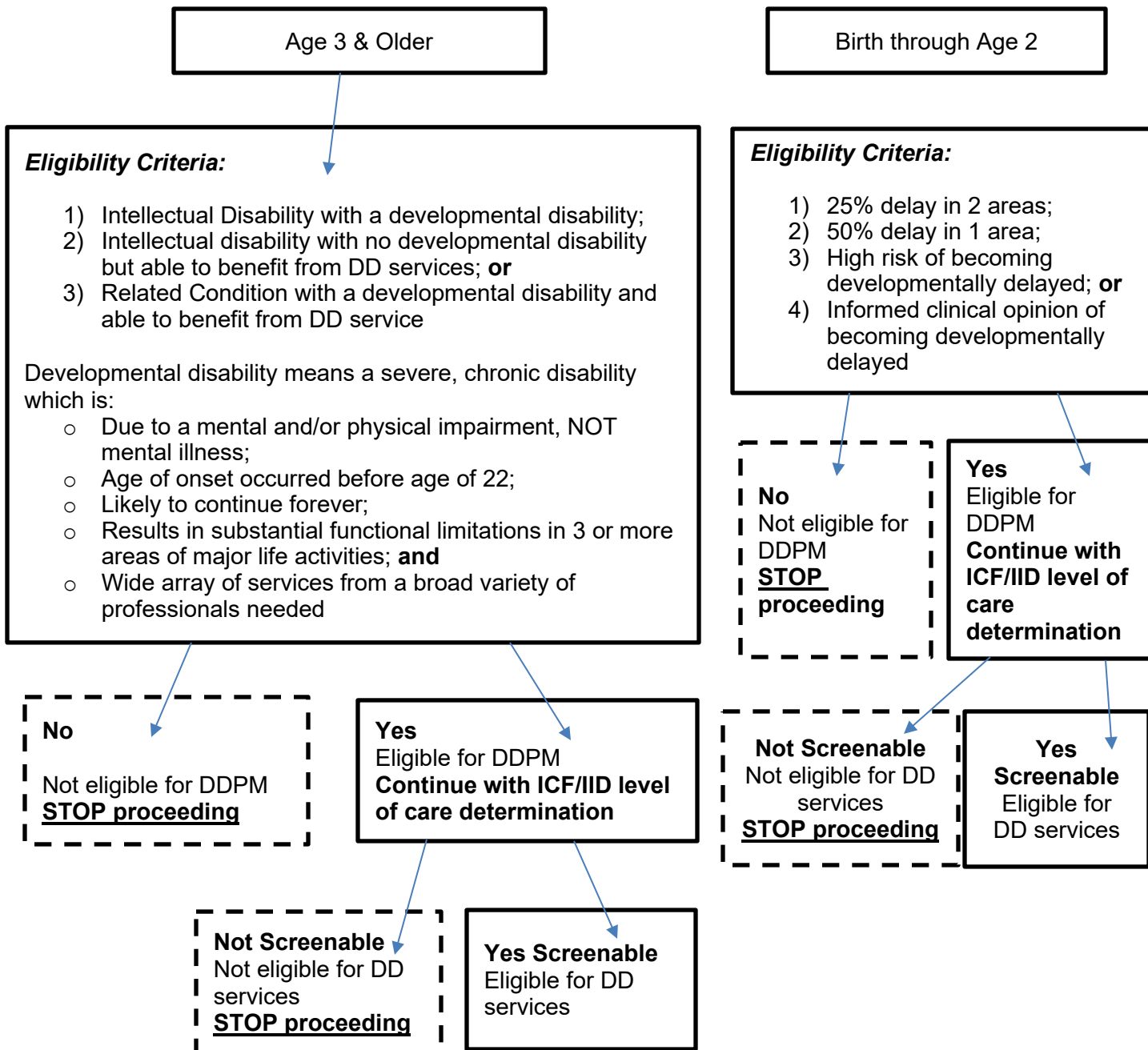
The provider and the DDPM will help you identify family and/or other individuals who are important to you to be part of the planning team. You and your planning team will work together to evaluate your needs, goals, and develop a person-centered service plan (PCSP). The DDPM will review your plan to make sure it meets your needs.

- The PCSP must be updated each year or as needs change. You may request an update to your plan anytime by contact your DDPM or provider.

Eligibility Determination Process for DDPM and DD Services

In order to be eligible for supports and services from the ND Department of Human Services Developmental Disabilities Section (DD Section) a person must:

- Be a resident of ND and meet Medicaid U.S. citizenship and alienage (*For those birth-age 2, the Medicaid U.S. citizenship and alienage requirement is waived due to IDEA and OSEP Regulations*)
- Be eligible for ND Medicaid – Determined by the Human Service Zone office
<https://www.hhs.nd.gov/human-service/zones>
- Meet the criteria defined in law per North Dakota Administrative Code (NDAC) 75-04-06
<https://www.legis.nd.gov/information/acdata/pdf/75-04-06.pdf>
- Meet the Intermediate Care Facility for Individuals with Intellectual Disability (ICF/IID) level of care



Residential Services

(Specific to DD Program Management)

Residential services are individualized community-based living services that can range from minimal support to 24-hour care. Services are developed with the DD Program Manager to meet the specific needs of the person and to maximize self-esteem, self-sufficiency and integration into the community. Services typically include assessments, training, and monitoring in areas such as: **Home Care, Personal Care, Nutrition/Cooking, Health/Medical Maintenance, Money Management, Mobility Skills, Social Skills, Accessing Benefits, and Advocacy.**

When a student is considering residential services, there are three options available under the DD umbrella. Those are Residential Habilitation, Independent Habilitation and Intermediate Care Facility (ICF)

- **Independent Habilitation (Independent Hab)** – individualized, ongoing supports designed to help individuals achieve their goals. The level of support provided will vary based on the person's needs. Services may include assistance with cooking, cleaning, and budgeting.
- **Residential Habilitation (Res Hab)** – this living arrangement offers 24-hour support from staff. A person participating in MSLA will have one or more roommates. Each person receives continuous support designed to assist him/her in developing the skills necessary to live independently and pursue their personal interests.
- **Intermediate Care Facility (ICF)** – this living arrangement offers 24-hour support from staff. These individuals typically require a higher level of care than Residential Habilitation due to medical concerns. This is considered a step down from a Nursing Home level of care.

Individuals who have residential support services may also receive case management services through their residential service provider. These case management services may include:

- Assistance with accessing benefits
- Dealing with Social Security issues
- Assistance with money management
- Representative Payee services
- Assistance in arranging housing or dealing with housing issues
- Advocating for the individual's or family's service requests

Residential services are paid for through Medicaid or private payment arrangements. Contact your DD Program Manager to determine your eligibility for residential support services, referral to local providers, and payment options.

Local Provider Information:

[Community Living Services, Inc.](#)

1001 28th St S
Fargo, ND 58103
(701) 232-3133

[Friendship, Inc.](#)

801 Page Dr
Fargo, ND 58103
(701) 235-8217

[Fraser, Ltd.](#)

2902 S University Dr
Fargo, ND 58103
(701) 232-3301

[Red River Human Services](#)

4302 17th Ave S
Fargo, ND 58103
(701) 235-0971

[Anne Carlsen Center](#)

2800 Main Ave
Fargo, ND 58103
(701) 364-2663

[Providence Home Care, LLC](#)

3965 4th St E
West Fargo, ND 58078
(701) 709-0799

[Encompass Family Support Services](#)

320 5th St N
Fargo, ND 58102
(701) 478-1105

[Community Options \(CORES\)](#)

2701 9th Ave S
Fargo, ND 58103
(701) 223-2417

[ND Autism Center](#)

647 13th Ave E
West Fargo, ND 58078
(701) 277-8844

[Poppy's Promise](#)

1615 Capitol Way
Bismarck, ND
(701) 204-7870
(Have a small presence in Fargo)

[KAYD Home Care, LLC](#)

1102 43rd St S Suite F
Fargo, ND 58103
(701) 532- 0820

[Easter Seals Goodwill of ND](#)

3333 7th Ave N
Fargo, ND 58102
(701) 237-9908

[Gratitude Holistic Services](#)

6828 24th St S
Fargo, ND 58104
(701) 200-5423

[Rise and Shine](#)

1400 10th Ave NE #221
Jamestown, ND 58401-2866
(701) 320-4871
(Have a small presence in Fargo)

Social Security

Benefits may be available to individuals who have a disability and are unable to work. Benefits need to be applied for through the Social Security Administration. The application requires you to provide information about your medical condition, education, and work history. Once the application is submitted, it can take several months to receive an approval or denial of disability benefits.

A disability means you have a physical or mental diagnosis that is expected to last at least a year or result in death. Children, as well as adults, can get benefits because of a disability. If you have suffered an injury that has resulted in a disability, you may be eligible for compensation from the Social Security Administration.

Social Security pays disability benefits under two different programs:

The **Social Security Disability Insurance (SSDI)** program pays benefits to you and qualifying family members if you worked long enough and paid Social Security taxes.

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

To be eligible for SSI or SSDI a person must be determined by Social Security to be medically disabled and unable to work under Social Security rules.

If you are considering applying for SSDI or SSI, your medical records must reflect how your disability affects your ability to work. It is not enough for your doctor to simply say you are disabled and unable to work. There needs to be evidence in your medical file about each diagnosis you are reporting to Social Security and how each of those diagnoses will affect your ability to work.

Information should include, but not be limited to: amount of time you can sit, walk, stand, amount of weight you can lift and carry repeatedly, how you get along with other people and follow directions, information about your ability to care for your personal needs, and how you independently follow a routine.

If you are on SSI before age 18, you must reapply for benefits when you turn 18. Social Security uses different eligibility criteria for adults than it does for children. Case managers and staff at Centers for Independent Living can assist individuals in applying for Social Security benefits. You can check with your local human service center or ILC to request assistance in applying for Social Security.

Contact Information:

Social Security Administration
657 2nd Ave N #320
Fargo, ND 58102
Phone: (701) 772-1213

Rehab Services Inc. (Fargo, ND)
Eastern North Dakota residents, contact
1-800-258-8132

*Rehab Services, Inc. provides free benefits planning and analysis services for Social Security recipients.

Representative Payee Services

A representative payee, or substitute payee, is a person who acts as the receiver of United States Social Security Disability or Supplemental Security Income for a person who is not fully capable of managing their own benefits, i.e. cannot be their own payee.

A payee acts on behalf of the beneficiary. A payee is responsible for everything related to benefits that a capable beneficiary would do for himself or herself. SSA encourages payees to go beyond just managing finances and to be actively involved in the beneficiary's life. The following lists the required duties of a payee.

Required Duties:

- Determine the beneficiary's needs and use his or her payments to meet those needs
- Save any money left after meeting the beneficiary's current needs in an interest-bearing account or savings bonds for the beneficiary's future needs
- Report any changes or events which could affect the beneficiary's eligibility for benefits or payment amount
- Keep records of all payments received and how they are spent and/or saved
- Provide benefit information to social service agencies or medical facilities that serve the beneficiary
- Help the beneficiary get medical treatment when necessary
- Notify SSA of any changes in your (the payee's) circumstances that would affect your performance or continuing as payee
- Complete written reports accounting for the use of funds
- Return any payments to which the beneficiary is not entitled to SSA
- **Please be aware that fees may apply for this service.**

[Contact Us - Representative Payee Services - Fargo, ND \(reppayeeservices.org\)](http://reppayeeservices.org)

Mental Health Services

Individuals seeking mental health services can find a large variety of service providers designed to meet their needs. Services may include, but are not limited to:

- Individual Counseling
- Group Counseling
- Family Counseling
- Alcohol and Drug Addiction Counseling
- Life Skills Training
- Case Management Services
- Psychological Services
- Psychiatric Services
- Medication Management & Review Services

Mental health services may be paid for through Medicare, Medicaid, personal health insurance, on a sliding-fee scale, or private pay.

Contact Information:

There are many mental health providers located within our community. This list is to be used only as a starting point to access services and should not be viewed as a comprehensive list of providers.

Southeast Human Service Center
2624 9th Ave S
Fargo, ND 58103
(701) 298-4500

Knowlton O'Neill & Associates
1401 13th Ave E
West Fargo, ND 58078
(701) 364-0060

Prairie at St. John's
510 4th St S
Fargo, ND 58103
(701) 476-7216

Solutions
891 Belsly Blvd
Moorhead, MN 56560
(218) 287-4338

Sanford
1720 S University Dr
Fargo, ND 58103
(701) 461-5600

Suicide Hotline
(701) 235-SEEK
(701) 235-7335
24 Hour Crisis Line Available

Fraser, Ltd. SET Program**
2902 S University Dr
Fargo, ND 58103
(701) 232-3301

Rape and Abuse Crisis Center
317 8th St N
Fargo, ND 58102
(701) 293-7273

24 Hour Crisis Line (800) 344-7273

Call/Text 988 for the Suicide and Crisis Lifeline

For a list of other providers, www.myfirstlink.org has a more comprehensive list of mental health services available in our community. FirstLink can also be accessed by calling (701) 235-7335.

Social Services

Social Service offices often serve as the initial point of contact for families who are in need of economic assistance. Social Service offices provide applications and determine eligibility for programs such as:

Economic Assistance Programs

- Supplemental Nutrition Assistance Program (SNAP)
- Temporary Assistance to Needy Families (TANF)
- General Assistance
- Low Income Home Energy Program (LIHEAP)
- Medical Assistance/Medicaid
- Child Care Assistance

Family Services

- Intensive In-home Services
- Family Case Management Services
- Supervised Visitation
- Single Parent Program
- Parent Aide Services

Adult Services

- Adult Protective Services
- Adult Foster Care
- Homemaker
- Adult Day Care
- Chore Services
- Non-Medical Transportation
- Personal Attendant Care

Information and Referral - assistance is provided for individuals in areas such as employment, training, housing, transportation, legal, financial, medical, mental health services, or other public or private human services.

Contact Information:

Cass County Human Service Zone
1010 2nd Ave S
Fargo, ND 58103
(701) 241-5747
TTY: (701) 239-6784

RSR (Richland, Sargent, Ransom) Human Service Zone
PO Box 628
Lisbon, ND 58054
(701) 683-6158

Agassiz Valley Human Service Zone
Griggs, Steele, Traill
114 West Caledonia Ave
Hillsboro, ND 58045
(701) 636-5220

<https://www.hhs.nd.gov/human-service/zones>

Public Housing

Housing Authority Owned Properties

Each Housing Authority has property it owns and rents to individuals who qualify. Rent is based on income and other qualifying criteria and paid to the housing authority. Maintenance of the apartment is the responsibility of the tenant. Individual features vary and may include playgrounds, community rooms, exercise rooms, laundry facilities/hookups, off-street parking, close proximity to services such as grocery store medical facility, or staff available on site to assist with a wide variety of services. Homes available to individuals and families vary from one-bedroom apartments to duplexes and single-family homes located throughout the community. Eligibility requirements vary and individuals are encouraged to contact their local housing authority to apply.

Section 8 Rental Assistance

Rental Assistance applicants are responsible for finding their own apartment. Apartments rented must fall within certain rent limits. A portion of the monthly rent is paid for by the housing authority and a portion of the rent is paid by the individual. The apartment lease is between the client and the landlord. The landlord is responsible for the maintenance and upkeep of the facility. Properties eligible for Rental Assistance must be located within the local housing authority jurisdiction. Eligibility requirements vary and individuals are encouraged to contact their local housing authority to apply.

Contact Information:

Fargo Housing Authority
325 Broadway N
Fargo, ND 58102
(701) 293-6262

Ransom County Housing Authority
112 1st St NE, PO Box 5
Ashley, ND 58413-7009
(701) 288-3645

Cass County Housing
805 Sheyenne Street
West Fargo, ND 58078
(701) 282-3443

Traill County Housing Authority
16 W Caledonia Ave
Hillsboro, ND 58045
(701) 436-5785

Richland County Housing
230 8th Ave W
West Fargo, ND 58078
(701) 282-3443

Cooperstown Housing Authority
(Serves Griggs, Steele, and Nelson Counties)
807 Burrell Ave SW
Cooperstown, ND 58425
(701) 797-2386

Barnes County Housing Authority (Serves Barnes and Sargent Counties) 120 12th St NW
Valley City, ND 58072 (701) 845-2600

Chemical Dependency Services

Chemical dependency services provide assistance with helping individuals with alcohol and/or drug addictions obtain and maintain sobriety. There are a variety of different programs available although each has the same primary goal...sobriety. Some of the possible programs available include:

- **Alcohol and Drug Evaluation** – comprehensive evaluations of alcohol and drug use completed to determine the level of recommended treatment
- **Residential Treatment** – offers support and therapeutic primary treatment within a residential setting
- **Outpatient Treatment** – designed for individuals who do not need the intensive level of support received within a residential setting but do have a need for ongoing intensive therapeutic treatment
- **Family Program** – treatment services are provided for an individual's extended family, friends, and/or roommates to assist the individual achieve a healthy recovery
- **Continuing Care** - offers less intensive addiction services to assist individuals continue the recovery process after completing primary treatment
- **Transitional Living Centers** – extended living arrangements for individuals that have completed primary treatment but who still wish to have a chemically-free and supported living environment

Contact Information

*There are numerous chemical dependency treatment providers located within our community. This list is to be used only as a starting point to access services and should not be viewed as a comprehensive list of providers.

Southeast Human Service Center
2624 9th Ave S
Fargo, ND 58103
(701) 298-4500

Prairie St. John's
510 4th St S
Fargo, ND 58103
(701) 476-7200

Share House
505 40th St, Ste. B
Fargo, ND 58103
(877) 294-6561

Sanford Chemical Dependency Services
1720 S University Dr. (Multiple Campuses)
Fargo, ND 58103
(701) 234-2000

First Step Recovery
3201 Fiechtner Dr. S
Fargo, ND 58103
(701) 293-3384

For a list of other providers, www.myfirstlink.org has a more comprehensive list of mental health services available in our community. FirstLink can also be accessed by calling (701) 235-7335 or by dialing 2-1-1.

Centers for Independent Living (CIL)

CILs are disability rights organizations that provide services at no charge to consumers with disabilities of any age. CILs are consumer-controlled community-based agencies.

Core Services provided by the CILs include the following:

- **Information and Referral** - includes information on any disability-related topic, referral to appropriate agencies and programs, and help in understanding services
- **Individual and Systems Advocacy** - empowering individuals to make decisions and choices in all areas of their lives, as well as assistance in obtaining access to services, programs, or benefits; include efforts to change local, state, and federal policies to make facilities, services and opportunities available and accessible to individuals with disabilities
- **Independent Living Skills Training** - short term training to assist individuals to assist individuals to live independently, topics include budgeting, job skills, overall health and wellness.
- **Peer Mentoring** - individuals with disabilities provide support and foster independence for other individuals with disabilities
- **Transition** - include efforts to change local, state, and federal policies to make facilities, services and opportunities available and accessible to individuals with disabilities
- CIL's also offer transition services for students enrolled in secondary education. These services can include advocacy at IEP meetings, peer mentoring, transition planning, and independent living skills training in both individual and group settings.

Contact information:

Freedom Resource Center for Independent Living, Inc. 2701 9th Ave S.

Suite H

Fargo, ND 58103

V/TTY: (701) 478-0459

Toll free: (800) 450-0459

Counties:

North Dakota: Barnes, Cass, Dickey, LaMoure, Logan, McIntosh, Ransom, Richland, Sargent, Stutsman

Minnesota: Becker, Clay, Douglas, Grant, Otter Tail, Pope, Stevens, Todd, Traverse, Wadena, Wilkin

Options Interstate Resource Center for Independent Living, Inc. 318 3rd St NW

East Grand Forks, MN 56721

V/TTY: (218) 773-6100

Counties:

Benson, Cavalier, Eddy, Foster, Grand Forks, Griggs, Nelson, Pembina, Ramsey, Steele, Traill, Towner, Walsh, Wells

Protection and Advocacy Project (P & A)

P & A is an independent state agency that protects and advocates for the rights of persons with disabilities within established priorities. All eligible individuals are served at no cost, regardless of disability, age, or income status. P & A works exclusively for the person with the disability, with all efforts focused on the expressed interests of the consumer, within his or her legal rights.

P & A will also assist individuals in the advocacy process to receive disability-related assistive technology (AT) devices and services. Information and referrals can be made to area AT providers for consumers to determine the services they wish to utilize.

P & A believes that people with disabilities should be empowered to advocate on their own behalf to the greatest extent possible. An individual should have the opportunity to shape his or her own personal destiny. Services provided by P & A shall promote consumer control in the decision-making process and focus on the empowerment of individuals with disabilities to foster independence, productivity, and integration into the community.

Contact Information:

www.ndpanda.org

Fargo Regional Office:
4025 9th Ave S Suite A
Fargo, ND 58103
(800) 472-2670 – Business hours
(800) 472-2670

Bismarck Central Office
400 E Broadway Ave, Unit 409
Bismarck, ND 58501
(800) 642-6694 - After hours

Transportation

Public transportation resources vary considerably depending upon where you reside. Options for those living in Fargo and West Fargo are very good. Bus routes allow access to many parts of the metro area and run Monday thru Saturday. More information can be obtained by calling Metro Area Transit (MAT) at (701) 232-7500 or checking out their website at www.matbus.com. Para-Transit services are also available with the MAT Para-Transit system. Other transportation services are available in the FM area for people with disabilities and senior citizens. Information regarding these services can be found at www.fmridesource.com.

Public transportation options for those people residing in other areas of the region are best obtained by checking out table below, or by reviewing the Small Urban & Rural Transit Center website at www.surtc.org/.

County	Phone Number
Cass County	(701) 293-1440 or (877) 827-1916
Ransom County	(701) 683-3131 or (877) 857-3743
Richland County	(701) 642-3033
Sargent County	(701) 683-3131 or (877) 857-3743
Steele County	(701) 636-5953 or (800) 845-1715
Traill County	(701) 636-5953 or (800) 845-1715

Assistive Technology

Name	Phone	Email
Anne Carlsen Center	(701) 364-2663	www.annecarlsen.org
Bert's Truck Equipment of Moorhead	(218) 233-8681	www.bertsonline.com
EZ-Step, Inc.	(701) 540-5437	www.ez-step.com
HERO (Healthcare Equipment Recycling)	(701) 212-1921	www.herofargo.com
HOPE, Inc.	(701) 866-9002	www.hopeinc.org
NDAD	(701) 281-8215	www.ndad.org
North Dakota Assistive (formerly IPAT)	(800) 895-4728	www.ndassistive.org
Regional Assistive Technology Center at Minnesota State University Moorhead	(800) 593.7246	www.mnstate.edu/ratc
Riding for Dreams	(701) 683-4619	www.ridingfordreams.org
Sanford Health Equip	(701) 293-8211	https://equip.sanfordhealth.org
STAR Program	(651) 201-2296	https://mn.gov/admin/star/
Texthelp Systems	(888) 248-4947	www.texthelp.com
The Low Vision Store	(800) 871-8780	www.lvsmn.com
Tobii Dynavox	(800) 344-1778	https://www.tobiidynavox.com

YMCA of Cass and Clay Counties

The YMCA has an open door program where individuals may qualify for a reduced fee membership based on income and a sliding fee scale. Individuals with disabilities are included in all programs, and adaptive swim times are available. www.ymcacassclay.org

Locations:

YMCA- Fercho
400 1st Ave S
Fargo, ND 58103
(701) 293-9622

YMCA- Schlossman
4243 19th Ave S
Fargo, ND 58103
(701) 281-0126

Family Wellness Center
2960 Seter Parkway
Fargo, ND 58104
(701) 234-2400

Accessible Fishing/Hunting Opportunities

Fargo, North Dakota: Bank fishing opportunities are located at Fargo water treatment plant, Trollwood Park, Veterans Hospital, El Zagal Park, Tree Foil Park (also called Dike East), North Dam, Oak Grove Park, Middle Dam, Lindenwood Park and Lemke Park (South Dam).

Accessible Dock is also available at Lake Elsie in Hankinson, ND.

The P.D.R. Youth Hunt in Clark is helping youth with physical disabilities ages 12-18. Applicants need not be residents of South Dakota, however youth do need to have taken Hunters Safety Class and will need to apply for a South Dakota Youth Deer Tag.

Details, photos and comments about this exciting hunting opportunity are available on the PDR Hunt Facebook page or on the website: <http://pdryouthhunt.com>

Please direct any questions to:

Dean Rasmussen, PDR Hunt Founder: 605-233-0331

Special Olympics

The mission of Special Olympics is to provide year-round sports training for all children and adults with intellectual disabilities, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy, and participate in the sharing of gifts, skills and friendships with their families, other Special Olympics athletes and the community.

Special Olympics is the world's largest program of sports training and competition for children and adults with intellectual disabilities. Participation is open to all individuals eight years of age or older, and training and competition in local, area, district, state, national and world programs year-round in 25 sports.

Contact Information:

Special Olympics North Dakota
2616 S 26th St
Grand Forks, ND 58201
(701) 746-0331
<https://specialolympicsnd.org/>

APPENDIX A

Local Training Providers

Training Centers

Lynnes Welding Training
2717 3rd Ave N
Fargo, ND
701-373-0658
<https://learntoweld.com/>

Dakotas Joint Apprenticeship &
Training Committee
2901 1st Ave N
Fargo, ND 58102
<https://dakotasjatc.org/>

FM Ambulance Service
2215 18th St S
Fargo, ND 58103
701-364-1700
<https://www.sanfordhealthemseducation.org/>

Jobs Corps (Quentin Burdick)
3310 Fiechtner Dr S
Fargo, ND 58103
<https://quentinnburdick.jobcorps.gov/>

Adult Learning Centers

Fargo
1305 9th Ave S
Fargo, ND 58103
701-446-2807
www.fargo.k12.nd.us/programs/adult-learning-center/overview

West Fargo
311 1st Ave E
West Fargo, ND 58078
www.west-fargo.k12.nd.us/teaching-learning/adult-learning

Moorhead
2777 34th St S
Moorhead, MN 56560
218-284-3450
www.isd152.org/o/abe/page/about-adult-basic-education

Community Colleges

Minnesota State Community & Technical College

1900 28th Ave S

Moorhead, MN 56560

800-426-5603

www.minnesota.edu

North Dakota State College of Science

800 6th St N

Wahpeton, ND 58086

800-342-4325

www.ndscs.edu

Rasmussen College

4012 19th Ave SW

Fargo, ND 58103

701-277-3889

www.rasmussen.edu

Ridgewater College

Willmar, MN 320-222-5200

Hutchinson, MN 320-234-8500

<https://ridgewater.edu/academics/areas-of-study/occupational-skills/>

Central Lakes College Occupational Skills Program

501 W College Dr

Brainerd, MN 56401

800-933-0346

<https://www.clcmn.edu/occupational-skills-diploma-2/>

Disability Support Services Phone Numbers

Concordia College
218-299-3514

Mayville State University
701-788-4720

Minnesota State Community & Technical College
218-299-6617

Minnesota State University Moorhead
218-477-5859

North Dakota State College of Science
701-671-2623

North Dakota State University
701-231-8463

University of Mary – (Fargo & Bismarck)
701-353-8264

University of North Dakota
701-777-3425

Valley City State University
701-845-7302

Other Resources

Federal Student Financial Aid Application

www.fafsa.ed.gov

(You may be able to access the federal student financial aid application through your college website under “Federal Aid” link)

Vocational & Technical Schools

Josef's School of Hair Design

3223 13th Ave S

Fargo, ND 58103

701-235-0011

www.josefsschoolofhairdesign.com

Moler Barber College of Hair Styling

16 8th St S

Fargo, ND 58103

701-232-6773

www.molerbarberfargo.com

Dakota Barber College

2790 S University Dr, Suite B

Fargo, ND 58103

701-404-7387

www.dakotabarberacademy.com

Skill Cutz Barber College

1700 32nd Ave S, Unit 2

Fargo, ND 58103

701-532-1892

www.skillcutzcollege.com

The Salon Professional Academy

4377 15th Ave S

Fargo, ND 58103

701-451-9100

www.tspafargo.com

APPENDIX B

Resources

Websites

When searching for resources on these websites it may be necessary to search key words such as transition, career planning, college accommodations, etc. to find the information you are looking for.

Going To College: www.going-to-college.org/

A resource for teens with disabilities on attending college.

Institute for Community Inclusion: www.communityinclusion.org/

Job Accommodation Network (JAN): www.askjan.org

This website helps individuals with disabilities get information on disclosing their disability to their employer and request reasonable accommodations at work.

Keys to Success: Attitude, Self-Advocacy: www.ldonline.org

A website with information and resources about learning disabilities.

Medicare: www.medicare.gov

An online resource to manage Medicare benefits.

Montana University Affiliated Rural Institute on Disabilities: <https://www.umt.edu/rural-institute/>

A website that provides useful resources and information on a variety of topics related to disabilities that have been explored through a multitude of projects.

National Center for Learning Disabilities: www.nclld.org

An online resource that: connects people with resources, guidance and support; delivers evidence-based tools, resources and professional development to educators; and develops policies and engages advocates to strengthen educational rights and opportunities.

National Organization on Disability (NOD): www.nod.org

NOD researches and develops creative approaches to disability employment issues.

National Rehabilitation Information Center (NARIC): www.naric.com

This website offers an abundance of disability and rehabilitation-oriented information organized in a variety of formats designed to make it easy for users to find and use.

North Dakota Department of Public Instruction: <https://www.nd.gov/dpi/>

PACER: www.pacer.org

PACER is the Minnesota Parent Training and Information Center. This is an excellent resource to find information and publications on transition. Includes a variety of activities focused on improving quality of life for children and young adults with all disabilities.

Pathfinder Services of North Dakota: www.psnd.co

This site coordinates statewide educational resources, offers technical assistance, and disseminates information in order to unite families and educators to build positive futures for young adults with learning challenges.

United States Department of Labor – Office of Disability Employment Policy: www.dol.gov/odep/

ODEP provides national leadership by developing and influencing disability employment-related policies and practices affecting an increase in the employment of people with disabilities.

Office of Special Education and Rehabilitation Services (OSERS):

<https://www.usa.gov/agencies/office-of-special-education-and-rehabilitative-services> OSERS provides leadership to achieve full integration and participation in society of people with disabilities by ensuring equal opportunity and access to, and excellence in, education, employment and community living.

United States Department of Education: www.ed.gov

The U.S. Department of Education is the agency of the federal government that establishes policy for, administers, and coordinates most federal assistance to education.)

Self-Advocates Becoming Empowered: <http://www.sabeusa.org/>

Self-Advocates Becoming Empowered (SABE) is the self-advocacy organization of the United States. Founded in 1990, we have been working hard for the full inclusion of people with developmental disabilities in the community throughout the 50 states and the world for 21 years.

Answer Key

Advocacy: *Advocacy is the action of pleading in favor of something, such as a cause, idea, policy or proposal.*

Self-Advocacy: *Self-advocacy means: individually or in groups, people with disabilities speak or act on behalf of themselves or others or on behalf of issues that affect them directly.*

Responsibility: *The opportunity or ability to act independently and make decisions.*

Accountability: *A willingness to accept responsibility or to account for one's actions.*

REGION V TRANSITION COMMUNITY OF PRACTICE

The Region V Transition Community of Practice was developed in 2008 for youth, parents, educators, and service providers to help students with disabilities transition from high school to the adult world.

MISSION: The Region V Transition Community of Practice builds and sustains community partnerships to assist youth and young adults with disabilities typically serving ages 14 to 26.

CONTACT INFORMATION:

Email: regionvcop@gmail.com

This Transition Guide can be found online at: www.nd.gov/dpi

(To request the guide in an alternative format, please contact us at the email above.)

The Region V Community of Practice meets monthly. We welcome new members anytime. Please contact us for time, date and location!

Acknowledgements

The Region Five Transition Guide was developed by the Region Five Transition Community of Practice. The Region Five Transition Community of Practice would like to thank all the individuals, agencies, and educational institutions who assisted with the creation of this handbook and provided information and material to make it a usable resource for parents, students, educators and professionals in our region.

Thank you for all your hard work!

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