

### Work Program Assessment Protocol

Based on information gained during the work program assessment, referral for further services should be considered in the following circumstances:

<b>BARRIER</b>	<b>DESCRIPTION</b>	<b>REQUEST</b>	<b>REFERRAL</b>
Learning Disabilities	Client indicates a potential for the existence of a learning disability such as: repeating grades in school, trouble reading, early drop out, or very poor grades	Learning Disability Diagnostic Testing	To RS or local psychologist for diagnosis and accommodation assistance. To contracted employment service provider for job search and job retention services.
Low Basic Skills	Client has not obtained a high school diploma or GED		To Adult Learning Center for TABE diagnostic testing. To contracted employment service provider for job search and job retention services.
Poor Work Experience or Poor Job Retention Skills	Worked less than 13 consecutive weeks of full-time employment in last 12 months. Has lost or quit 3 or more jobs in past 18 months for reasons other than a promotional opportunity.	Employment screens to determine interest, strengths, & skill levels. ie: Work-Keys, Star, Career Pipeline, O-Net, etc.	To RS, Workforce Development, or private contractor for vocational assessment. To contracted employment service provider for work experience.
Physical or Mental Condition-prevents employment	Client reports a physical or mental condition that prevents gainful employment.	ES-4309	To local psychologist for diagnosis and accommodation assistance. Client should apply for federal disability benefits if the condition is permanent.
Physical or Mental Condition-limits employment	Client reports a physical or mental condition that limits gainful employment.	ES-4309	To Community Mental Health Center for assessment and treatment. To RS or local psychologist for diagnosis and accommodation assistance.
Substance Abuse	Client has the appearance of being under the influence of an intoxicating or illegal substance or a report of substance abuse has been received on the client.	ES-4412	To SRCC for diagnosis, treatment and case management.
Domestic Violence	Client reports they are or have been a victim of physical, sexual, or mental abuse.	ES-4416	To local domestic violence agency for services.

RS -Kansas Rehabilitation Services  
TABE-Test of Adult Basic Education

SRCC- Solutions Recovery Care Coordination