

Choosing Your Future

Job Assistance from Michigan Rehabilitation Services



This brochure was written to let you know how Michigan Rehabilitation Services (MRS) can help you become employed or keep a job you may already have. Each year, MRS assists about 7,000 Michigan citizens with disabilities into jobs.

If you have a disability that makes it difficult for you to work, MRS may be able to help you prepare for, find, and keep a job.

MRS is part of the Michigan Department of Labor & Economic Growth and has offices throughout the state.

Getting Acquainted

If you are thinking about applying for MRS services, you might ask yourself the following questions:

- * Am I interested in working?

- * Do I have a physical or mental disability?
Some examples are amputation, learning problems, cerebral palsy, heart disease, deafness, emotional problems, spinal cord injury, and substance abuse.

- * Does my disability cause problems for me in preparing for a job, finding a job, or keeping a job?

- * Do I need MRS assistance to help me prepare for or find a job?

If you answered yes to all of these questions, you may be eligible for MRS services. To find out, you will need to complete an application and provide MRS with information it needs to decide if you are eligible.

A friend, family member, or MRS representative can help you complete an application if you need assistance.

Afterward, you will be teamed with a vocational rehabilitation counselor trained to assist people who have disabilities. You will also be given a copy of the brochure, "Your Rights and Responsibilities as a Client of Michigan Rehabilitation Services."

Getting Started

You and your counselor will discuss your abilities, interests, and needs. Your counselor also may gather information from other people about your disability and work capabilities. This additional information will help you and your counselor plan the services you will need to get or keep a job.

Assessments may also be needed to identify your interests, abilities, and barriers to employment. If so, these could include medical exams, vocational testing, work evaluations, or job try-outs.

Planning for Services

Once you are eligible for MRS services, you will select a job goal that matches your interests and abilities. Your counselor will be available to work with you to develop a plan for reaching your job goal. This plan is known as your Individualized Plan for Employment (IPE). It describes the steps, services, and service providers — including MRS — that you have chosen to achieve your job goal. Your counselor will need to approve your plan.

MRS services may include:

- * Training, such as adult education; trade, technical, or business school; college; or on-the-job training
- * Physical aids, such as hearing aids, artificial limbs, braces, and other medical services
- * Job placement assistance, such as job leads, help with filling out an application, and interviewing
- * Accommodations and assistance technology to help you in training and at work
- * Tools and equipment, including licenses, in order for you to go to work or work for yourself
- * Support services, such as interpreters, readers, transportation, and personal assistance

Your counselor may arrange for you to use the services of other agencies that can help in your rehabilitation. You may be asked to pay for some rehabilitation costs if you are able. MRS can help pay for training, if you have financial need.

Working Together

How long your rehabilitation program will take depends on your disability, the job you are preparing for, and the type of services you will need. Your counselor will be available to provide you with the information and

guidance you need to make informed choices about your rehabilitation program.

You can help make sure your rehabilitation program is a success by:

- * Keeping all appointments and arriving on time
- * Being honest about your concerns, interests, and needs
- * Asking questions if you don't understand something
- * Carrying out your responsibilities as described in your IPE
- * Letting your counselor know about any changes in your address, telephone number, or other circumstances

Getting a Job

Getting a job, of course, is the most important step in your rehabilitation program. Your counselor, or others at the MRS office, will help by providing you with job leads and information on how to get and keep a job.

Your counselor will contact you after you have started work to help you and your employer make any necessary adjustments. Your counselor will want to be certain that everything is going well before closing your case.

If you need more services to help you keep your job, your counselor will work with you to arrange them.

Counselor's Name _____

Counselor's Telephone Number _____

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