BRS Process

Contact

- The school, student or family can contact BRS.
- Each high school has a BRS liaison contact found at: http://www.ct.gov/brs/cwp/view.asp?a=3891&q=456926
- With a signed release, BRS can be invited to meet with the student/family to explain the next steps.

Apply

- The BRS counselor will provide an application packet upon request.
- The BRS counselor will meet with the student and family to complete an application and intake interview, and explain BRS services, and expectations.
- The interview will allow the counselor to get to know the student, gather information, set up clear, mutual expectations, and decide how both of you will work together.

Eligibility

- After the intake interview, the BRS counselor may need to gather more information to determine eligibility.
- Someone is eligible if their disability is stopping them from getting or keeping a job that uses their skills and abilities AND they require VR services to reach their employment goal.
- BRS has 60 days to determine eligibility.

IPE

- Once eligibility has been determined, the BRS counselor and consumer develop an Individualized Plan for Employment (IPE).
- The IPE includes a job goal the BRS counselor and consumer agree upon, the services needed to reach that goal and the responsibilities of the consumer, the BRS counselor and any other individual or group who is involved.
- The plan is reviewed annually and changes agreed upon by the BRS counselor and consumer can be made at any time.

Services

- Once the plan is developed, the consumer and BRS counselor start to implement the services that have been included in the plan.
- This is where the consumer's motivation and follow through are key.
- The consumer is required to demonstrate progress toward the employment goal according to the steps outlined in the plan.
- Services are individualized to meet the needs of the consumer.

Employment

- When the consumer is ready to apply for jobs, the BRS counselor and consumer will work together to find a placement.
- The consumer will need to actively work with the BRS counselor during this process.
- Once employed, the consumer needs to stay in contact with the BRS counselor to address and resolve any problems that may develop on the job.

Closure

- After the consumer has been successfully employed for at least 90 days, BRS typically closes the case because the goal has been met.
- BRS may also close someone's case if the consumer and the counselor agree that the consumer's disability or personal matters are keeping them from working.
- OR the consumer is no longer available for services.

Post-Employment

- Post-employment services may be provided after a consumer's case has been closed, to help retain or advance in a current job, or find another job in the same or related field.
- Usually services are offered if a consumer has a problem related to their disability that affects their work.
- The consumer should contact the BRS counselor to ask about post-employment services.