

BRS TRANSITION REFERRALS

Referral process timeline

When do I contact the Bureau of Rehabilitation Service (BRS)?

It is very important to get to know the BRS counselor liaison to your high school. Meeting early with that counselor can help to ensure timely and appropriate student referrals. We hope this timeline will help you know when to contact and meet with your BRS counselor liaison. You can find a list of the liaisons to each high school in Connecticut at:

<http://www.ct.gov/brs/cwp/view.asp?a=3891&q=456926>

IMPORTANT DATES	START DATE	END DATE
<input type="checkbox"/> Initial BRS contact <input type="checkbox"/> School to identify and/or confirm potential referrals <input type="checkbox"/> Release of information forms signed by students and/or parents so BRS counselor may be invited to meet with the student.	SEPTEMBER 15	SEPTEMBER 30
<input type="checkbox"/> School Transition staff and BRS counselor meet and review records (with signed releases) <input type="checkbox"/> BRS begins to meet with students and families to explain services <input type="checkbox"/> Schedule presentation from BRS and other adult service agencies for students and families	OCTOBER 1	OCTOBER 31
<input type="checkbox"/> BRS meets with students and families to start eligibility determination <input type="checkbox"/> School staff follows up with BRS counselors to facilitate collaboration with student/family	NOVEMBER 1	DECEMBER 31
<input type="checkbox"/> Schools should start to think about upcoming new referrals <input type="checkbox"/> Juniors are introduced to BRS <input type="checkbox"/> Possible presentations to students and families	JANUARY 1	FEBRUARY 28
<input type="checkbox"/> Senior's Individualized Plan of Employment developed and reviewed	MARCH 1	MARCH 30
<input type="checkbox"/> Continue to meet with students to consult or plan services	APRIL 1	JUNE 30

