

# Transition Planning Tip Sheet

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## Key Elements of Integrated Transition Planning

The Working Together for an Integrated Approach to Transition Planning Guidelines identify the key elements for the programs of FSCD, PDD, AISH, Alberta Works, OPG and OPT to work together to support youth with disabilities transition to adulthood. The integrated approach is built upon the learnings of the central pilot and is aligned with the Social Policy Framework and Common Service Access principles. Youth and their families are at the centre of transition planning with Human Services programs working together to create a bridge from child to adult services.

### What is Integrated Transitioning?

- a planned and purposeful approach to supporting a youth with a disability in the transition to adulthood
- a fitting together of Human Services programs to support smooth transitions
- programs working together to assist youth and their families to experience an accessible, seamless transition process with reduced administrative barriers.

### What makes up Integrated Transition planning?

- a belief in the potential of the youth and expectations of the youth's success in adulthood
- early proactive planning
- providing youth and their families with the information they need to plan ahead and make informed decisions
- supporting youth to express their vision for their future and planning with youth and their families to help them achieve their goals
- working collaboratively to develop a Transition to Adulthood plan
- promoting the youth's greatest level of independence and ability to participate in community and employment opportunities.

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### Integrated Transition Process Steps

#### When the young person turns 16 years:

1. Complete an inventory of documentation on file
2. Identify outstanding required documentation
3. Hold a goal setting meeting with the parents and young person
4. Hold a case conference involving program partners, parents and youth person to the best of his/her capabilities when the young person turns 16 years
5. Develop a transition plan
6. If the transition plan involves application for PDD, complete a Supports Intensity Scale (SIS) assessment prior to the young person turning 17 years of age
7. Monitor the transition plan

#### When the young person turns 17 years:

1. Hold a second case conference
2. Update the transition plan
3. Use the result of the SIS to guide updating the transition plan
4. If required, support parents and the young person in completing guardianship/trusteeship applications and court applications. These can be completed when a young person turns 17 years of age with the court order coming into effect when the young person turns 18 years of age.
5. If required, support parents and the young person to complete and submit an AISH application when a young person turns 17½ years of age
6. Continue to monitor the implementation of the transition plan

#### When the young person turns 18 years:

1. Ensure completion of the transition plan
2. Closure of the FSCD file

#### When the young person turns 18½ years:

1. Hold a final case conference
2. Ensure that required services are in place and continuity of the transition plan