



**DEPARTMENT OF HUMAN SERVICES  
OFFICE OF REHABILITATION SERVICES  
40 Fountain Street ~ Providence, RI 02903  
401.421.7005 (V) ~ 401.421.7016 (TTY)**

*“Helping individuals with disabilities to choose, find and keep employment”*

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**PRE-EMPLOYMENT TRANSITION SERVICES: PROJECT SEARCH**

**I. PURPOSE OF SERVICE:**

The Project Search Program for students is a business lead work experience program in collaboration with ORS, LEA, BHDDH, and an ORS approved vendor. The program provides real life work experiences in integrated employment settings so students learn about job skills, employability, and the job search process. Project Search helps students in their last year of high school to make a successful transition from an educational setting to adult life and integrated competitive employment. The program includes a classroom academic component funded by the LEA, and internship rotations supported by ORS, within the business. These work-based learning opportunities assist students in learning about different types of jobs and work settings. Project Search, as a Work-Based Learning Experience, utilizes actual work settings within the business.

**II. PROGRAM ELEMENTS:**

The program operates for 9 months and includes rotations through three unpaid internships within the business. ORS only funds those aspects of the program related to work: (1) facilitate student integration, analysis of duties, and task learning associated with each internship work site, (2) participate in student review conferences, (3) establish and accompany student to any informational interviews, and (4) synthesis internship experiences, behaviors, and performance for planning reports. It is expected that participants will be employed at the conclusion of the program.

**III. EXPECTED OUTCOMES:**

1. To learn about the demands of a work schedule.
2. To develop communication skills appropriate to a work setting.
3. To build confidence by experiencing success with job tasks.
4. To develop an appropriate job goal and identify supports needed to maintain employment.
5. To obtain integrated competitive employment for at least 17 hours/week.

**IV. STEPS TO IMPLEMENTATION:**

1. Information session at local school.
2. Application reviewed collaborative team.
3. Selection of participants.
4. Orientation and start of program.
5. Weekly employment meetings to review participation.

**V. PRE-EMPLOYMENT TRANSITION SERVICES:**

1. Category of Required PRE-ETS Service: Work-Based Learning
2. Service Code: PRE-ETS PROJECT SEARCH
3. Fee: \$2,000.00

**PRE-ETS EMPLOYMENT TRANSITION SERVICES**  
**PROJECT SEARCH REPORT**

**Agency Name:** [Click here to enter text.](#)

**Agency Staff:** [Click here to enter text.](#)

**ORS Counselor:** [Click here to enter text.](#)

**Authorization #:** [Click here to enter text.](#)

**Dates of Participation:** [Click here to ente.](#)

**Final Report Date:** [Click here to enter text.](#)

-TO BE COMPLETED AFTER EACH ROTATION AND AT END OF PROGRAM-

Customer Name: [Click here to enter text.](#)

<b>I. Work Experience(s):</b>	<a href="#">Click here to enter text.</a>				
<b>Work Site Information</b>					
<b>Job Title/Tasks Performed:</b> <a href="#">Click here to enter text.</a>					
<b>Duration at Site:</b>	<a href="#">Click here to enter text.</a>	<b>Schedule:</b>	<a href="#">Click here to enter text.</a>	<b>O*NET/DOT:</b>	<a href="#">Click here to enter text.</a>
<b>Performance Findings</b>					
<b>Quality of Work</b>	<a href="#">Click here to enter text.</a>				
<b>Productivity</b>	<a href="#">Click here to enter text.</a>				
<b>Rate of Skill Development</b>	<a href="#">Click here to enter text.</a>				
<b>Attendance</b>	Participated <a href="#">Click here.</a> out of <a href="#">Click here</a> days				
<b>Relationship with Co-Workers</b>	<a href="#">Click here to enter text.</a>				
<b>Punctuality</b>	<a href="#">Click here to enter text.</a>				
<b>Relationship with Supervisors</b>	<a href="#">Click here to enter text.</a>				
<b>Level of Initiative</b>	<a href="#">Click here to enter text.</a>				
<b>Job Site Supports</b>	<a href="#">Click here to enter text.</a>				
<b>Accommodations Needed</b>	<a href="#">Click here to enter text.</a>				
<b>Uses Good Judgment</b>	<a href="#">Click here to enter text.</a>				
<b>Comments/Overall Performance</b>	<a href="#">Click here to enter text.</a>				

**II. Transportation:**

<b>How did consumer get to worksite?</b>	Click here to enter text.
<b>Can consumer independently ride the bus? Training needed?</b>	Click here to enter text.
<b>Do they utilize RIDE? Do they have a driver's license or access to a car?</b>	Click here to enter text.
<b>Comments</b>	Click here to enter text.

**III. Career Information:**

<b>What is consumer's stated career goal?</b> <b>Are they interested in pursuing employment in the field they worked in this summer?</b>	Click here to enter text.  Click here to enter text.
<b>Comments</b>	Click here to enter text.

**IV. Conclusions:**

Click here to enter text.
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**V. Recommendations:**

Click here to enter text.
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**Signature:** \_\_\_\_\_

**Date:** Click here to enter text.

**Title:** Click here to enter text.

**Agency:** Click here to enter text. |