

A Process for Facilitating
Multi-Agency Transition Planning

Person-Centered Thinking and Backwards Planning



Realizing Employment First for Youth

Question 1

What do we know about the youth's desired adult outcomes?

Youth Name	Case Manager	Current Grade	Current School Year	Targeted Graduation Year

Parent/Family Names	Contact Information for Parents

Adult Education/Training Goal - Ongoing Adult Learning	Postsecondary Competitive Integrated Employment Goal	Adult Living - Community Membership Goal

Question 3. What else do we need to know	Question 4. How will we find the answers?

Keep in Mind: The Processes identified in Question 4 are part of the Transition Assessment process and provide Transition Assessment Data

Question 5

What steps do we need to take to move the youth from where he/she is now to where he/she wants to be (the desired adult outcomes)?

"Where is the Youth Going?"

Desired Adult Outcome (select an outcome or goal to focus on from Question 1 and update if necessary)

- Postsecondary Competitive Integrated Employment Goal
- Adult Education/Training Goal - Ongoing Adult Learning
- Adult Living - Community Membership Goal

Backwards Planning

Desired Outcome/Adult Goal: _____

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Current Date: _____ Current Skill (Baseline) identified by AATA or Discovery (or other known information)	Steps to Reach milestone Target Date to Accomplish _____	Steps to Reach Milestone Target Date to Accomplish _____	Steps to Reach Milestone Target Date to Accomplish _____	Steps to Reach Milestone Target Date to Accomplish _____	Target Dates: _____ Future skill or milestones required in order to achieve desired goals/outcomes
Interests, Skills, Preference, Needs, etc.:					Interests, Skills, Preference, Needs, etc.:
Communication					Communication
Independence					Independence

Backwards Planning

Desired Outcome/Adult Goal: _____

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
Current Date: _____ Current Skill (Baseline) identified by AATA or Discovery (or other known information)	Steps to Reach milestone Target Date to Accomplish _____	Steps to Reach Milestone Target Date to Accomplish _____	Steps to Reach Milestone Target Date to Accomplish _____	Steps to Reach Milestone Target Date to Accomplish _____	Target Dates: _____ Future skill or milestones required in order to achieve desired goals/outcomes
Social/Social – Emotional					Social/Social – Emotional
Work/Employment/ Leisure Skills or Knowledge:					Work/Employment/ Leisure Skills or Knowledge:
Academics					Academics