

**- Vista Adult Services Organization -
Employment Services**

Referral Screening and Evaluation Tool

Customer Name:	DOB:	Referral received on:
	Age:	
Form completed by:		Screening completed on:
Referred by:		
Relation to Customer:		

Basic Requirements

Does the referred customer meet each Basic Admissions Criterion?	Yes	No	Additional Information:
▪ (Primary) Axis I diagnosis of an Autism Spectrum Disorder			
▪ Immunizations acquired per Centers for Disease Control and Prevention (CDC) Recommendations (www.cdc.gov)			
▪ Documented evidence of Mantoux test confirming free of Tuberculosis			
▪ Customer/legal guardian assigned with competency to make fiscal and medical decisions (specify type of substitutive decision-making)			
▪ Customer/legal guardian available for ISP team meetings, program collaboration and job support services			
▪ Access to eligible funding stream			
▪ Resides within 20 miles of Hershey			
▪ Transportation available to/from prospective employer			
▪ Supports in place for medical or mental health symptoms not directly associated with autism (specify type of supports)			
▪ Ineligibility determination rendered by the Office of Vocational Rehabilitation unless school age student (OVR)			

Individuals on the Autism Spectrum often exhibit symptoms as indicated in the table below.

Domain:	Description:
▪ Communication modality and effectiveness	
▪ Occurrence of aggression, self-injury or property destruction	
▪ Occurrence of disruptive or problematic behaviors (self-stimulation, elopement, etc.) lending to individual not being available for employment	

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▪ Dependence upon others to complete activities of daily living (toileting, feeding, dressing, etc.)	
▪ Dependence upon others to structure free time during scheduled breaks or to maintain focus on assigned work-related tasks	
▪ Inability to learn within a small group setting	
▪ Limited interests or hobbies that lend to employment opportunities	
▪ Risk behaviors when accessing community environments	
Total:	

Program Consideration Rubric

Concerns	Rubric Score (highlight best descriptor)		
	>30 mins	15-29 mins	<15 mins
Responsiveness to Appointments	>30 mins	15-29 mins	<15 mins
Magnitude of Behaviors	Imminent Risk of Injury	Moderate Risk of Injury	No Risk of Injury
Magnitude of Health Concerns	Imminent Risk of Emergency	Moderate Risk of Emergency	No Risk of Emergency
Safety During Vehicular Transit	Imminent Risk of Danger	Moderate Risk of Danger	No Risk of Danger
Interactions with Community Members	Imminent Legal Risk	Moderate Legal Risk	No Legal Risk
Community Endurance	< 1 Hour Per Location	1-2 Hours Per Location	> 2 Hours Per Location
Community Locations	<2 Frequented Locations	2-4 Frequented Locations	>4 Frequented Locations
Environmental Arrangement	Significant Rearrangement	Moderate Rearrangement	Minimal Rearrangement
Instructional Control by Staff	Unresponsive to Staff	Minimally Responsive to Staff	Responsive to Staff
Total Scores			

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Summary of Screening Tool Results:

Does the referred customer meet the majority of admissions criteria?

Yes No If No, explain:

Would the referred customer benefit from involvement in employment services?

Yes No If No, explain:

Does the referred customer exhibit needs that may not be appropriate?

Yes No If Yes, explain: