



Seattle Facility  
800 NW 46th St.  
Seattle, WA 98107

Auburn Facility  
715 30th St. NE  
Auburn, WA 98002

Phone: 206-782-6000 | Fax: 206-838-5133

## Skills, Inc. Vocational Services: Criteria for Entry

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Skills, Inc. is a Department of Vocational Rehabilitation (DVR) contractor, and provides Trial Work Experience, Job Placement, and Job Retention services for DVR.

We require a service provider complete a 'Referral for Vocational Services' form for all clients interested in Skills' vocational services. Please submit the Referral for Vocational Services form prior to attending a Skills, Inc. information session. The Referral for Vocational Services form can be obtained at both Skills, Inc. office locations, or by downloading the form from our website. Please fax the completed referral form to 206-838-5133.

To participate in Skills, Inc. Vocational Services, the following requirements must be met:

- Diagnosed disability/work related impairment, or L&I claim participant
- Case Manager or other service provider referral
- Lawful permanent resident or citizen of the United States of America
- Enrolled or able to enroll in DVR or other approved vocational services
- Able to pass a criminal background check
- Able to pass a drug test
- Medically stable health status/treatment compliant

After submitting the 'Referral for Vocational Services' form, a client may attend a vocational Information Session. The information session will provide clients with an overview of vocational services, jobs at Skills, work and disability benefits, privacy policy, and other program information and expectations. Clients enrolled in Skills, Inc. vocational services will receive detailed program information and resources in our Participant Handbook.

Beginning in July 2008, information sessions will be held every 2nd Wednesday of the month in the Seattle facility from 1PM - 2PM, and every 4th Wednesday of the month in the Auburn facility from 10AM - 11AM (with the exception of December 24 or other major holidays). For more information, contact us at [vocservices@skillsinc.com](mailto:vocservices@skillsinc.com) or (206) 782-6000.