

# Making Referrals for Vocational Services

30 second training for mental health service providers



## Which of the following should a mental health practitioner do for a good referral?

- Explain to the client about the impact of work on benefits
- Help the person write their resume first
- Provide the client information and coaching about the referral process and how to present themselves
- Alert the person to the discrimination they may face in the workplace





**YOU ARE CORRECT !!**

Sharing information and coaching can help the person own the process





**TRY AGAIN!**



# 4 steps for a good referral to vocational services

1. Be **knowledgeable** about all the vocational services available in your area so you can guide the person to the most suitable service for his/her needs
2. **Discuss** with the person the various referral options and what is required for each.
3. With the person's written permission, prepare a referral **letter** with information needed for eligibility, stressing the person's strengths.
4. **Prepare** the individual for referral to the vocational program and prepare the program for the individual.



# Want to know more? Follow these links:

[EMPLOYMENT REPOSITORY](#)

[THINKING ABOUT WORK](#)

[VOCATIONAL RECOVERY STORIES](#)

For more information contact us at 617-353-3549



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**Thank you for taking this short training. We hope you were able to learn something new and exciting.**

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