

# PROGRAM PHASE CHECKLIST

## Participant:

### Program Phase

- Intake
- Application Review
- BPQY Requested
- Benefits Review
- Initial Assessments
- BPQY Received
- BPQY Discussion
- IWP
- Ticket to Work assigned to ADEN
- Personality Assessment
- Strengths Assessment
- Financial Assessment
- My Benefits Summary
- Resume Development
- Cover Letter Development
- Job Search
- Accommodations Planning
- Interviews
- Job Attainment
- Ongoing Job Support

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### PROTECTION OF PERSONALLY IDENTIFIABLE INFORMATION:

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Sending this form by email or text messaging after any personal data is entered is strictly prohibited. Postal mail and fax are safe and appropriate methods for sending the form after data is entered.