

## **EMPLOYMENT SERVICES FOR PEOPLE WITH DISABILITIES**

### **EMPLOYMENT SERVICES**

Phone: (313) 562-8840

Web site: [www.lbscares.com](http://www.lbscares.com)

#### **AIDS Partnership Michigan**

2751 East Jefferson, Suite 301

Detroit, Michigan 48207

Phone: (313) 446-9839

Toll Free: (800) 515-3434

Web site: [www.aidspartnership.org](http://www.aidspartnership.org)

AIDS Partnership Michigan offers a variety of services and programs provided by 35 staff members and more than 300 dedicated volunteers. We take the roll of recruiting, training and placing professional and volunteer personnel for the Michigan AIDS Hotline very seriously because we know those who call are looking for both real answers and a critical link.

#### **Developmental Disabilities Institute**

Wayne State University

4809 Woodward Ste. 268

Detroit, MI 48202

Phone: (313) 577-5464

Fax: (313) 577-3770

TTY: (313) 577-2654

Web site: [www.wayne.edu/DDI](http://www.wayne.edu/DDI)

The Developmental Disabilities Institute (DDI) is Michigan's Center for Excellence in Developmental Disabilities. DDI's programs and services provide education to individuals; assist community agencies and human service systems as they shift policies and procedures to support consumers in making choices and controlling their own lives; investigate processes and outcomes through systematic qualitative and quantitative methods; conduct research; and produce and distribute products that inform and contribute new knowledge.

#### **Lincoln Behavioral Services**

9315 Telegraph Rd.

Redford, MI 48239

Assists individuals with a history of mental illness with educational and vocational needs through vocational counseling, job development, and job placement.

#### **Lincoln Behavioral Services**

27595 Schoolcraft Rd.

Livonia, MI 48150

Phone: (734) 425-3777

Fax: (734) 425-3795

Web site: [www.lbscares.com](http://www.lbscares.com)

Assists individuals with a history of mental illness with educational and vocational needs through vocational counseling, job development, and job placement.

#### **Michigan Ability Partners**

16136 Eureka

Southgate, MI 48195

Phone: (734) 246-5600

Email: [info@mapagency.org](mailto:info@mapagency.org)

Website: [www.mapagency.org](http://www.mapagency.org)

Michigan Ability Partners (MAP) promotes independence and productivity for all individuals in our community. This mission is accomplished by offering a choice of services designed to enhance individual ability through skill mastery and self-sufficiency. In partnership with MAP, each participant's efforts and achievements build a foundation for lifelong, self-directed growth. MAP primarily serves people facing barriers to self-sufficiency resulting from: developmental disabilities, mental illness, addiction, homelessness, and/or restricted access to employment. Michigan Ability Partners is committed to the evolution of innovative and collaborative services which respond to consumer and community need.

Downriver Ability Project Job Readiness Program: Downriver Ability Project is a community based program located in our Wayne County Office, providing employment and community experience for individuals with severe to profound developmental disabilities. The Job Readiness Program (JRP) assists individuals to reduce barriers and obtain community employment.

### **Michigan Commission for the Blind**

201 N. Washington  
P.O. Box 30652  
Lansing, MI 48909  
Phone: (517) 373-2062  
Fax: (517) 335-5140  
TTY: (517) 373-4025  
Web site: [www.michigan.gov/mcb](http://www.michigan.gov/mcb)

Description: A vocational rehabilitation agency that works with school systems and other agencies to provide job development and job placement, consultative services, information and referrals; conducts in-service training. Serves deaf-blind individuals statewide.

Comments: If you are an employer or a person who is blind or visually impaired, you may take advantage of the listed services by contacting your local MI Commission for the Blind office.

### **Michigan Commission on Disability Concerns**

#### **Division on Deaf and Hard of Hearing**

201 N. Washington Square, Suite 150  
Lansing, MI 48913  
Phone: (517) 335-6004  
Toll Free: (877) 499-6232  
Fax: (517) 335-7773  
MCDC Email: [mcdc@michigan.gov](mailto:mcdc@michigan.gov)  
DODHH Email: [dodhh@michigan.gov](mailto:dodhh@michigan.gov)

The Michigan Commission on Disability Concerns which includes the Division on Deaf and Hard of Hearing responds to and advocates on behalf of Michigan's 1.9

million people with disabilities. This is done through information and technical assistance, disability rights training, working with the Michigan Business Leaders Network on employment for people with disabilities, coordinating the Michigan Youth Leadership Forum and conducting disability awareness and sensitivity training.

The Division on Deaf and Hard of Hearing deals with issues involving Michigan citizens who are deaf or hard of hearing.

### **Michigan Rehabilitation Services**

201 N. Washington Sq., 4th Floor  
Lansing, MI 48933  
Phone: (800) 605-6722  
Fax: (517) 335-7277  
Email: [mrs-customerassistance@michigan.gov](mailto:mrs-customerassistance@michigan.gov)  
Web site: [www.michigan.gov/mrs](http://www.michigan.gov/mrs)

Eligibility is based on an:

- Existing physical/mental impairment;
- Vocational or work related barriers due to a disability; and
- The requirement of MRS services.

Every person who applies for assistance from MRS has the right to know if he or she is eligible. This may seem odd since most people who come to our bureau already believe they are eligible for help. But your counselor is required to assess your disability and need for bureau services.

There are two reasons why an eligibility determination is important:

- Determining eligibility helps us identify and understand your disability-related functional limitations and/or barriers to employment.

- Knowledge of your limitations/barriers is the first step in developing an employment plan.

Our purpose is to help eligible individuals with disabilities get and keep a job. If you are eligible, a vocational rehabilitation counselor will help you identify a suitable job goal, determine the services needed to become ready for the job, and assist with the employment search. It is important to remember that any services provided must be in support of your job goal.

Michigan Rehabilitation Services (MRS) helps Michigan residents with disabilities achieve employment and self-sufficiency. MRS is part of a network of vocational rehabilitation programs across the U.S. authorized by the federal Rehabilitation Act of 1973, as amended. Each year, more than 7,000 Michiganders with disabilities are assisted into jobs through MRS services.

MRS serves people in their communities through 35 field offices staffed by master degree-level rehabilitation counselors. In addition, one or more MRS counselors are on staff at each of the 100 Michigan Works! Service Centers.

People with a wide range of disabilities are served by MRS. Some disability examples are amputation, back disability, brain injury, cancer, cerebral palsy, diabetes, epilepsy, hearing loss, heart disease, kidney disease, learning disability, mental illness, mental retardation, multiple sclerosis, muscular dystrophy, paraplegia, quadriplegia, and substance abuse. (In Michigan, persons who are legally blind are served by the Commission for the Blind in the Department of Labor of Economic Growth.)

MRS works closely with numerous community agencies to accept referrals

and, in many instances, to provide cooperative rehabilitation programming. Agencies referring individuals to MRS include educational institutions, health organizations, Department of Human Services, hospitals, Employment Service Agency, correctional institutions, Social Security Administration, independent living centers, and private agencies. Nearly 30 percent of the individuals served by MRS are referred by family or friends or apply on their own.

A person with a disability may be eligible for MRS services if the disability causes problems in preparing for, finding, or keeping a job. The individual must also require vocational rehabilitation services in order to work.

Family members, hospitals, school counselors, mental health professionals, social workers, churches, and other community agencies may make referrals.

### **Step One: The Decision**

If you are thinking about applying for MRS services, ask yourself the following questions:

1. Am I interested in working?
2. Do I have a physical or mental disability? Some examples are amputation, learning problems, cerebral palsy, heart disease, deafness, emotional problems, spinal cord injury, and substance abuse.
3. Does my disability cause problems for me in preparing for a job, finding a job, or keeping a job?
4. Do I need MRS assistance to help me prepare for or find a job? If you answered yes to all of these questions, you may be eligible for MRS services. To find out, you will need to schedule an orientation. A friend, family member, or MRS

representative can help you complete an application if you need assistance. Afterward, you will be teamed up with a vocational rehabilitation counselor trained to assist people with disabilities. You will also receive a copy of the brochure, "Your Rights and Responsibilities as a Client of Michigan Rehabilitation Services."

### **Step Two: The Initiation**

You will meet with your counselor to discuss your abilities, interests, and needs. Your counselor may also gather information from other people about your disability and work capabilities. This additional information will help you and your counselor plan the services you will need to get and keep a job. Assessments may also be needed to identify your interests, abilities, and barriers to employment. If so, these could include medical exams, vocational testing, work evaluations, or job try-outs.

### **Step Three: Service Plan**

After you have been determined eligible for MRS services, you will select a job goal that matches your interests and abilities. Your counselor will be able to work with you to develop a plan for reaching your job goal. This plan is known as your Individual Plan for Employment (IPE). It describes the steps, services, and service providers – including MRS – that you have chosen to achieve your job goal. Your counselor will need to approve your plan.

MRS Services may include:

1. Training, such as adult education; trade, technical, or business school; college; or on-the-job training.
2. Physical aids, such as hearing aids, artificial limbs, braces, and other medical services.

3. Job placement assistance, such as job leads, help with filling out an application, and interviewing.

4. Accommodations and assistive technology to help you in training and at work.

5. Tools and equipment, including licenses, in order for you to go to work or work for yourself.

6. Support services, such as interpreters, readers, transportation, and personal assistance. Your counselor may arrange for you to use the services of other agencies that can help in your rehabilitation. You may be asked to pay for some rehabilitation costs if you are able.

### **Step Four: Success**

How long your rehabilitation program will take depends on your disability, the job you are preparing for, and the type of services you will need. Your counselor will be available to provide you with information and guidance you need to make informed choices about your rehabilitation program.

You can help make sure your rehabilitation program is a success by:

1. Keeping all appointments and arriving on time.

2. Being honest about your concerns, interests, and needs.

3. Asking questions if you don't understand.

4. Carrying out your responsibilities as described in your IPE.

5. Letting your counselor know about any changes in your address, telephone number, or other circumstances.

## **Step Five: Employment**

Getting a job, of course, is the most important step in your rehabilitation program. Your counselor, or others at the MRS office, will help by providing you with job leads and information on how to get and keep a job. Your counselor will contact you after you have started work to help you and your employer make any necessary adjustments. Your counselor will want to be certain that everything is going well before closing out your case. If you need more services to help you keep your job, your counselor will work with you to arrange them.

## **Step Six: Finding a Service Center Closest to You**

For more information about MRS or a listing of MRS offices, call toll free 1-800-605-6722 (voice) or 1-888-605-6722 (TTY). Visit MRS on the Internet at <http://www.michigan.gov/mrs> and click on the Office Locator section.

### **Rehabilitation Institute of Michigan**

261 Mack Blvd.  
Detroit, MI 48201  
Phone: (313)745-1203  
Web site: [www.rimrehab.org](http://www.rimrehab.org)

Provides vocational assistance to persons with a physical disability who are returning to work after an illness or injury. Services include vocational counseling, job development, and job placement.

### **Sickle Cell Disease Association of America**

Michigan Chapter  
18516 James Couzens  
Detroit, MI 48235  
Phone: (313) 864-4406  
Toll Free: (800)842-0973  
Fax: (313)864-9980

Assists individuals with sickle cell disease or other sickle cell conditions in career planning and setting goals to obtain permanent, gainful employment. Services include: vocational counseling and testing; college planning; assistance with vocational and training programs; resume preparation; job replacement and retention assistance; instruction in interviewing skills; job sharing and alternative work opportunities; and assistance for 14-21 year olds with summer employment.

## **DISABILITY INFORMATION**

### **Americans with Disabilities Act**

U.S. Department of Justice  
950 Pennsylvania Avenue, NW  
Civil Rights Division  
Disability Rights Section - NYA  
Washington, D.C. 20530  
Phone: (800) 514-0301  
TTY: (800) 514-0383  
Web site: [www.ada.gov/pubs/ada.htm](http://www.ada.gov/pubs/ada.htm)

ADA Specialists are available to provide ADA information and answers to technical questions on Monday, Tuesday, Wednesday, and Friday from 10:30 a.m. until 4:30 p.m. or on Thursday from 12:30 p.m. until 4:30 p.m. (Eastern Time).

The Americans with Disabilities Act was signed into law on July 26, 1990. ADA gives civil rights protections to individuals with disabilities similar to those provided to individuals on the basis of race, color, sex, national origin, age and religion. It guarantees equal opportunity for individuals with disabilities in public accommodations, employment, transportation, State and local government services, & telecommunications.

### **Disability and Business Technical Assistance Center (DBTAC)**

Department on Disability and Human  
Development  
Great Lakes ADA Center  
University of Illinois/Chicago  
1640 West Roosevelt Road, Room 405  
Chicago, Illinois 60608  
Phone: (312) 413-1407  
Fax: (312) 413-1856  
Email: [gldbtac@uic.edu](mailto:gldbtac@uic.edu)  
Web site: [www.adagreatlakes.org](http://www.adagreatlakes.org)

The DBTAC: Great Lakes ADA Center provides information, materials, technical assistance and training on the Americans with Disabilities Act of 1990 (ADA). Topics addressed includes the non-discrimination requirements in employment, the obligations of state and local governments and business to ensure that programs, services and activities are readily accessible to and useable by people with disabilities. This includes access to the information technology used by these entities including but not limited to websites, software, kiosks, etc.

The DBTAC: Great Lakes ADA Center's AIT Initiative encourages incorporation of accessible information technology in K-12 and post secondary school settings. Accessible Information Technology incorporates the principles of universal design so that people with a wide range of abilities and disabilities can access information disseminated electronically.

The six states which comprise Region 5 are: Illinois, Indiana, Michigan, Minnesota, Ohio, and Wisconsin. Each state has created an ADA Steering Committee representing the business community, government agencies, disability rights groups, and other interested parties. With the support of the DBTAC: Great Lakes ADA Center, statewide Steering Committees participate in, enhance, and utilize local resources, trainings, technical assistance, and conferences, to support voluntary compliance with the ADA.

### **Disability Info**

DisabilityInfo.gov

Web site: [www.disabilityinfo.gov](http://www.disabilityinfo.gov)

The scope of DisabilityInfo.gov is comprehensive and currently includes, Children and Youth, Choice and Self-Determination, Civil Rights and Protections, College and Adult Education, Disability Statistics, Emergency Preparedness, Employers' Resource, Employment, Health, Housing, Income Support, Media Resource, Recreation and Travel, Self-Employment, Tax Credits and Deductions, Technology, Transportation and more.

To find disability resources in your state just click on the Find State and Local Resources map located in each of these subject areas.

Some of the many topics you will find information about on DisabilityInfo.gov include:

- Americans with Disabilities Act (ADA)
- Autism and other Developmental Disabilities
- Fair Housing Rights
- Social Security Disability Benefits
- Vocational Rehabilitation

### **Michigan ADA Steering Committee**

The Michigan ADA Steering Committee  
C/o Michigan Protection & Advocacy  
Service, Inc.

29200 Vassar Blvd. #200

Livonia, MI 48152-2116

Phone: (248) 473-2990

Toll Free: (800) 414-3956

Web site: [www.adamich.org](http://www.adamich.org)

The Michigan ADA Steering Committee operates as the State Steering Committee for the DBTAC: Great Lakes ADA Center.

The Committee was formed in 1991 and is comprised of volunteers from businesses, disability groups and government agencies all working together to increase the awareness and implementation of the Americans with Disabilities Act (ADA) throughout the State of Michigan through:

- Technical Assistance
- Trainings and Workshops
- Referrals to specialized agencies
- Grant opportunities to organizations that meet the objectives of the Steering Committee

The ADA requires businesses and governments to make their goods, services, and/or facilities accessible to clients, customers and employees with disabilities. The Steering Committee seeks to make this a reality in Michigan.

### **National Institute on Disability and Rehabilitation Research (NIDRR)**

Mailing Address:

U.S. Department of Education  
400 Maryland Avenue, S.W.  
Washington, DC 20202

Potomac Center Building  
550 12th St., S.W.  
Washington, DC 20202  
Phone: (202) 245-7640  
Fax: (202) 245-7323

Web site:

[www.ed.gov/about/offices/list/osers/nidrr/index.html](http://www.ed.gov/about/offices/list/osers/nidrr/index.html)

The National Institute on Disability and Rehabilitation Research (NIDRR) provides leadership and support for a comprehensive program of research related to the rehabilitation of individuals with disabilities. All of our programmatic efforts are aimed at improving the lives of individuals with disabilities from birth through adulthood.

### **Social Security Administration Office of Disability**

Windsor Park Building  
6401 Security Blvd.  
Baltimore, MD 21235  
Phone: (800) 772-1213  
TTY: (800) 325-0778  
Web site: [www.ssa.gov/disability](http://www.ssa.gov/disability)

#### **DEARBORN**

19853 W. Outer Drive, Suite 200 2nd Floor  
Dearborn, MI 48124

#### **DETROIT**

Suite 200  
19251 MACK AVE  
Detroit, MI 48236

3400 Conner St.  
Detroit, MI 48215

McNamara Building  
477 Michigan Ave. Room 1550  
Detroit, MI 48226

26840 W. Seven Mile Rd.  
Detroit, MI 48240

5715 Michigan Ave.  
Detroit, MI 48210

**FARMINGTON HILLS**  
23580 Orchard Lake Rd.  
Farmington Hills, MI 48336

**INKSTER**  
28657 Cherry Hill Rd.  
INKSTER, MI 48141

**HIGHLAND PARK**  
60 East Grand Ave.  
Highland Park, MI 48203

**LIVONIA**  
34010 Plymouth Rd.  
Livonia, MI 48150

**WYANDOTTE**  
3620 Biddle Ave.

Wyandotte, MI 48192

Program Information, Applying for Benefits, Benefits Issues, Health Insurance, Disability Report Form Guide, For Health Professionals Disability Evaluation Book Now On-line!

We pay disability benefits under two programs:

The Social Security disability insurance program pays benefits to you and certain family members if you worked long enough and paid Social Security taxes. Your adult child also may qualify for benefits on your earnings record if he or she has a disability that started before age 22.

The Supplemental Security Income (SSI) program pays benefits to disabled adults and children who have limited income and resources.

SSI benefits also are payable to people 65 and older without disabilities who meet the financial limits.

For most people, the medical requirements for disability payments are the same under both programs and disability is determined by the same process.

Whether you apply for Social Security or SSI disability, we ask you for information about your medical condition, work and education history to help us decide if you are disabled under our rules.

### **U.S. Equal Employment Opportunity Commission (EEOC)**

131 M Street, NE  
Washington, DC 20507  
Phone: (202) 663-4900  
Toll Free: (800) 669-4000  
TTY: (202) 663-4494  
Email: [info@eeoc.gov](mailto:info@eeoc.gov)  
Web site: [www.eeoc.gov](http://www.eeoc.gov)

The Federal laws prohibiting job discrimination are:

- Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits employment discrimination based on race, color, religion, sex, or national origin;
- the Equal Pay Act of 1963 (EPA), which protects men and women who perform substantially equal work in the same establishment from sex-based wage discrimination;
- the Age Discrimination in Employment Act of 1967 (ADEA), which protects individuals who are 40 years of age or older;
- Title I and Title V of the Americans with Disabilities Act of 1990 (ADA), which prohibit employment discrimination against qualified individuals with disabilities in the private sector, and in state and local governments;
- Sections 501 and 505 of the Rehabilitation Act of 1973, which prohibit discrimination against qualified individuals with disabilities who work in the federal government; and the Civil Rights Act of 1991, which, among other things, provides monetary damages in cases of intentional employment discrimination.

The U.S. Equal Employment Opportunity Commission (EEOC) enforces all of these laws. EEOC also provides oversight and coordination of all federal equal employment opportunity regulations, practices, and policies.

### **United States Commission on Civil Rights (USCCR)**

624 Ninth Street, NW  
Washington, DC 20425  
Phone: (202) 376-7700

TTY: (202) 376-8116  
Web site: [www.usccr.gov](http://www.usccr.gov)

Midwestern Regional Office  
Suite 410  
55 West Monroe Street  
Chicago, IL 60603  
Phone: (312) 353-8311  
TTY: (312) 353-8362

Illinois, Indiana, Michigan, Minnesota,  
Ohio, Wisconsin

The United States Commission on Civil Rights (Commission) is an independent, bipartisan, fact-finding agency of the executive branch established under the Civil Rights Act of 1957. The Commission has the following mandate: Investigate complaints alleging that citizens are being deprived of their right to vote by reason of their race, color, religion, sex, age,

disability, or national origin, or by reason of fraudulent practices and more.

### **The Work Site**

Web site: [www.ssa.gov/work](http://www.ssa.gov/work)

The Ticket to Work Program provides most people receiving Social Security benefits (beneficiaries) more choices for receiving employment services. Under this program the Social Security Administration (SSA) issues ticket to eligible beneficiaries who, in turn, may choose to assign those tickets to an Employment Network (EN) of their choice to obtain employment services, vocational rehabilitation services, or other support services necessary to achieve a vocational (work) goal. The EN, if they accept the ticket, will coordinate and provide appropriate services to help the beneficiary find and maintain employment.