

Appendix C

Example 511 Transition Service Refusal

Letter date
Client Name
Street Address
City, State, Zip

Dear (Client Name),

This letter is verification that you have refused (Pre-Employment Service) offered by the Utah State Office of Rehabilitation on (Date of refusal). This service meets the 511 requirement that youth seeking subminimum wage receive a Pre-Employment Transition Service prior to beginning work for subminimum wages. Participation in this service is designed to provide you with information to help you make choices about your future and work.

Your stated reason for refusal was: (stated reason). For reference, I have attached the refusal document signed by you and/or your guardian.

While you have the right to refuse this service, it may impact your ability to maintain employment at subminimum wage. If you wish to pursue employment at subminimum wages, you will need to complete a Transition Services. Should you change your mind, you may contact me at (phone number) to schedule an appointment to discuss Transition Services available to you.

The Disability Law Center may also be a source of information and support as you decide what the best employment option is for you. The Disability Law Center can be contacted at 1-800-662-9080 (Voice) or 1-800-550-4182 (TTY).

I have included a flyer with additional information about the activities you will need to complete prior to beginning subminimum wage employment. Please call me if you have any questions.

Sincerely,

VR Staff
Utah State Office of Rehabilitation