

ARIZONA DEPARTMENT OF ECONOMIC SECURITY - Rehabilitation Services Administration
Career Exploration
CLIENT SERVICE PLAN

Client Service Plan Meeting Date (MM/DD/YYYY): 07/03/2025

Client Service Plan Start Time: 12:00pm

Client Service Plan End Time: 1:00pm

Vendor Company Name: ABC Vendor Company

Vendor Representative's Name: John Coach

VR Client Name: Sally Sample

VR Counselor Name: Joe Counselor

RSA Authorization #: 010000000A1

VR Counselor's referral question(s) or concerns: _____

VR Client's accommodation needs necessary for successful completion of the service objectives specified in the Client Service Plan: None

Other areas relevant to the service provision and VR Client's accomplishment of service objectives: VR Client has an AA degree.

VR Client's attendance requirements necessary for successful completion of the stated objectives:

Anticipated number of days per week: 4

Anticipated number of hours per day: 3

Anticipated number of service units: 30

Anticipated Date of Career Exploration Completion (MM/DD/YYYY): 09/30/2025

1. SPECIFIC SERVICE OBJECTIVE/POTENTIAL EMPLOYMENT GOAL

Assist the VR Client in exploring as many as three (3) careers by researching employers and the labor market and then selecting the one (1) Employment Goal which is preferred.

Service Objective #1 - Potential Employment Goal #1: Human Services

Details of services needed: Development of self-assessment and exploration skills, guidance in accessing various community resources and employment networks, researching and reviewing occupational trends, wages, responsibilities, education and training requirements, outlook and other relevant information using the Labor Market Survey. Conducting and completing informational interviews and job shadowing, exploring and arranging volunteering experiences.

VR Client's progress will be measured as follows: Observation, communication and assessment tools

Service Objective #2 - Potential Employment Goal #2: Marketing

Details of services needed: Development of self-assessment and exploration skills, guidance in accessing various community resources and employment networks, researching and reviewing occupational trends, wages, responsibilities, education and training requirements, outlook and other relevant information using the Labor Market Survey. Conducting and completing informational interviews and job shadowing, exploring and arranging volunteering experiences.

VR Client's progress will be measured as follows: Observation, communication and assessment tools

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Service Objective #3 - Potential Employment Goal #3: Computers

Details of services needed: Development of self-assessment and exploration skills, guidance in accessing various community resources and employment networks, researching and reviewing occupational trends, wages, responsibilities, education and training requirements, outlook and other relevant information using the Labor Market Survey. Conducting and completing informational interviews and job shadowing, exploring and arranging volunteering experiences.

VR Client's progress will be measured as follows: Observation, communication and assessment tools

2. OUTCOME OF THE SERVICE PLANNING MEETING

Check one(1):

- Vendor accepts referral and agrees to begin services within twelve (12) business days from the Client Service Plan meeting
- Vendor or VR Client declines referral. Explain why: _____
- VR Client and/or VR Counselor was a "no-show" for Client Service Plan meeting (one (1) time max. fifteen (15) minute billing for discussion of service provision and outreach to party not present)
- Revised Client Service Plan. Date Revised: _____

If unable to start service within twelve (12) business days, please explain why: _____

VR Client Signature: Sally Sample Date: 07/03/2025

VR Client Guardian/Representative Signature (if applicable): _____ Date: _____

Vendor Representative Signature: John Coak Date: 07/03/2025

VR Counselor Signature: Joe Counselor Date: 07/03/2025