

SE Assessment Milestone Forms List

Required Case Documentation for Payment of SE AS Milestone:

- ☐ **® ESS-C-117 *Travel Log and Invoice* (when travel is authorized, see D. Milestone Rates)**
- ☐ **® ESS-C-133 *DRS Counselor **Monthly** Update Form(s)* (email each month to DRS Counselor as an attachment required only when SE AS Milestone lasts more than one (1) month from date of referral, email the form each month to DRS Counselor, submit separately from milestone documentation.)**
- ☐ **® ESS-C-139 *Situational Assessment Report(s)* (Use vocational goal to identify appropriate testing sites)**
- ☐ **® ESS-C-161 *Job Analysis(s)***
- ☐ **® ESS-C-278 *Plan for Assessment***
- ☐ **® ESS-C-278n DRS Counselor email/written response to ESS-C-278 *Plan for Assessment*, when received (required when both assessments are NOT related to the IPE Vocational Goal)**
- ☐ **® ESS-C-289n Job Description (required when in-house situational assessment is completed)**
- ☐ **® ESS-C-297 *Compatibility Analysis***
- ☐ **® ESS-C-310 *Assessment Milestone Report* (counts as DRS Monthly Update or final monthly update if SE AS milestone extends beyond one month)**
- ☐ **® ESS-C-398 *SE Authorization Request & Milestone Billing Form***
- ☐ **® ESS-C-413 *Intensive Support Criteria Form* with documentation (email to DRS Counselor, and email to ESS TA only if choosing “Other” on the form)**

Legend: ® = Required

® = required, if applicable

SE AS Forms List