

Vocational Evaluation Assessment Report (with/without Work Sample)

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04 (1)(m), Wisconsin Statutes].

Report must be filled in completely and submitted within **five (5) days** of the end of service, or, if the service is continuing, at the end of each month in which the service is provided.

Report Month	Report Year (YYYY)
Consumer IRIS Number (9 Digits)	Service Provider Name (10-Character Abbreviation)
Consumer Name (As Listed on Purchase Order)	Service Authorization Date (MM/DD/YYYY)
Report Date	Report Author
Purchase Order (PO) Number	
Consumer Evaluation Requirements	
<ul style="list-style-type: none"> Testing must be completed in person. Testing components must be individualized to meet the needs of the consumer, including individual learning style, ability, and disability factors. The testing must be done in a quiet and conducive environment. 	
Consumer Work Sample Requirements	
<ul style="list-style-type: none"> Testing must be completed in person. The testing components must be individualized to meet the needs of the consumer including individual learning style, ability and disability factors. The testing must be done in a quiet and conducive environment. Work samples must be done in an environment that matches as close as possible to a competitive work environment. 	
Reporting Requirements	
<ul style="list-style-type: none"> Vocational Interest tests to include one or more of the following: <ul style="list-style-type: none"> Career Decision Making System Wide Range Interest and Occupational Test Reader Free Interest Test Career Occupational Preference System Self-Directed Search World of Work Inventory Strong Interest Inventory Campbell Interest and Skills Test Achievement or ability tests to include one or more of the following: <ul style="list-style-type: none"> Tests of Adult Basic Education 	

- Wide Range Achievement Test IV
- Wechsler Individual Achievement Test III (WIAT III) [tests up to 12th grade level]
- Peabody Individual Achievement Test-Revised-Normative Update (PIAT-R/NU) [tests up to the 12th grade level]
- Personality and values tests to include one or more of the following:
 - Career Orientation Placement and Evaluation Survey
 - Myers-Briggs Type Indicator (MBTI)
 - Career Decision Making System
- Aptitude tests to include one or more of the following:
 - General Aptitude Test Battery
 - Differential Aptitude Test
 - Career Ability Placement Survey
 - World of Work Inventory

- Other tests administered and reason for administering.
- Date and duration of the work sample, if applicable.
- A description of each test, why it was selected for the consumer, and testing environment.
- All results, vocational and training recommendations, and observations made, including work behavior, learning style, multi-step task completion, social interaction, and vocational soft skills.
- Specific referral questions addressed.
- Vocational assets and limitations identified as a result of the testing experience.
- Transferable Skill Analysis: Catalogue of skills, aptitudes, and knowledge gained through experience or training, including specific positions and titles, which the consumer can apply to future employment.
- [Local and statewide labor market](#) information for recommended vocational goal and related occupations, including outlook, wage potential, and education and training needs.
- A description of accommodations made to the testing materials or testing environment.
- The impact of validity/reliability if the testing instrument used has not been normed or administered on individuals with that specific disability, age, or cultural background.
- Recommendations for short- and long-term vocational or training goals.
- Barriers to be addressed.
- Options for consumer action toward implementing recommendations.

Please copy and paste your report below this line. The report must cover, at a minimum, all reporting requirements listed above before payment.
