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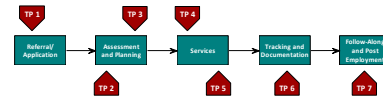*TECH POINTS* identifies places in the rehabilitation process where consideration of rehabilitation technology should take place with individuals being served. The following information provides a condensed description of *TECH POINTS* and highlights one component, the *TIPS Checklists*, which present questions that offer a systematic process of considering technology needs throughout the rehabilitation process.

Rehabilitation technology resources and services should be a regular part of what vocational rehabilitation counselors consider as they work with persons on their caseloads, regardless of the disability or specific functional capacity. *TECH POINTS* provides counselors and other staff with an easy to follow reference to help determine when and how technology resources and services could be used with individuals served.

TECH POINTS will not tell counselors what to do, but the questions and suggestions offered will help to make consideration of technology-related needs a routine part of rehabilitation services.

Determining who may need rehabilitation technology resources or services is one of the important responsibilities of the vocational rehabilitation counselor. Unless the counselors recognize potential technology needs and are open to exploring possible options, it is likely that many of the persons served will not have access to technology resources and services.

TECH POINTS considers the possible role for technology-related services by looking at;
- the individual;
- environments where the individual is likely to function; and then,
- specific tasks and activities that the individual would likely be required to perform.

Using the *TECH POINTS* approach will help to systematically consider technology options throughout the rehabilitation process. Use of rehabilitation technology should be individually planned and carefully matched with the needs and capabilities of the individual.
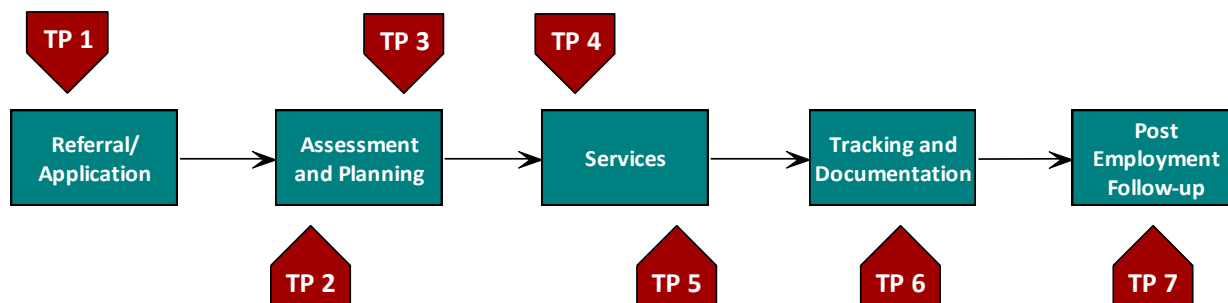
How *TECH POINTS* work

Utilizing a series decision points or critical junctures in the rehabilitation process, *TECH POINTS* simply show when and how a counselor should consider possible use of rehabilitation technology services. The seven *TECH POINTS* create a continuous process that looks at an individual's potential technology-related needs, beginning at the start of the rehabilitation process and systematically following the individual.

More about *TECH POINTS* and *TIPS*

These "points" coincide with regular case service activities to better integrate technology services into the rehabilitation process. *TECH POINTS* will help counselors or other staffs decide if technology-related solutions to challenges and problems may be appropriate and whether referral to Rehabilitation Technology may be needed.

TECH POINTS is not a cookbook that offers easy solutions or quick fixes by disability or functional limitations. *TECH POINTS* works by suggesting questions to ask; encouraging counselors to think creatively about how someone may be able to complete tasks and activities; and suggesting how to use technology specialists to achieve better outcomes with persons served.

TECH POINTS are located in all of the general phases of the vocational rehabilitation process.

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  TP 1              TP 3      TP 4
   ▼                 ▼         ▼
┌──────────┐   ┌──────────┐ ┌──────────┐   ┌──────────┐   ┌──────────┐
│ Referral/ │──▶│Assessment │ │ Services │──▶│Tracking and│──▶│   Post   │
│Application│   │and Planning│ │          │   │Documentation│   │Employment│
└──────────┘   └──────────┘ └──────────┘   └──────────┘   │ Follow-up │
                    ▲             ▲              ▲          └──────────┘
                  TP 2          TP 5           TP 6              ▲
                                                              TP 7
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Referral/Application
- *TECH POINT 1*   Referral/Application

Assessment and Planning
- *TECH POINT 2*   Assessment/Evaluation
- *TECH POINT 3*   Plan Development

Services
- *TECH POINT 4*   Planned Services
- *TECH POINT 5*   Placement

Outcomes
- *TECH POINT 6*   Tracking and Documentation

Follow-up
- *TECH POINT 7*   Post-Employment

More about *TECH POINTS* and *TIPS*

TIPS Checklists - **Technology Intervention Prioritizing Steps**
      At each *TECH POINT*, there is a checklist of *Technology Intervention Prioritizing Steps*, called *TIPS,* that identify the challenges and concerns and suggest how to approach consideration of technology-related options. The *TIPS Checklists* suggest how rehabilitation technology might enhance services or open up new options and possibilities. *TIPS Checklists* offer a way to think through possible need for assistive technology.
      Many rehabilitation professionals who are experience using assistive technology find *TECH POINTS* to be very close to how they already explore use of AT possibilities. For others this can be a convenient reminder to better ensure that technology options will not be overlooked.

      The following four-step process shows how the *TIPS Checklists* help to guide counselors through considering whether rehabilitation technology options are needed.

T   **Technology Concerns**
      First, determination should be made if RT services seem warranted; general challenges and problems a consumer may face identified; and possible technology concerns or fears noted.

I   **Intervention Strategies**
      Second, possible technology intervention strategies should be reviewed with the person served and technology specialists to determine which options to consider.

P   **Prioritize Activities**
      Third, if technology intervention seems appropriate, actions should be prioritized based on the needs of the individual. Prioritizing the order of technology-related interventions can be very important due to functional capabilities of the individual, service delivery time frames, consumer or employer preferences, availability of funding or other factors.

S   **Steps and Actions Needed**
      Fourth, specific steps and plan of action to arrange for the needed technology services should be clearly documented in an individualized plan. This plan should summarize specific actions that should be completed and identify who is responsible to do what.

Each *TECH POINT* training module has a *TIPS Checklist* that can be downloaded and printed-out. This checklist can be used as a quick reminder of things to consider and questions to address.

Contact Pathfinder Associates (training@pathfinderassociates.net) for more information.

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