

Thank you for your referral. A Certified Work Incentive Counselor will contact you within 2 business days.



CENTER *for*
ACCESSIBLE LIVING

WIPA Program Services Referral Form

Agency providing referral

Date: _____ Agency Name: _____

Case manager/Counselor Name: _____

Case manager/Counselor Phone number: _____ Email: _____

Beneficiary Information

Beneficiary Name: _____

Address _____ City _____ Zip code _____

Phone _____ Alternate Phone _____ County _____

Email address: _____ Best time to contact: _____

List any accommodations needed for Benefits Counseling: _____

Social Security #: _____ Age now: _____ Date of Birth: _____

Gender: Male Female Pronoun used: _____

Primary Disability as defined by Beneficiary: _____

Type of Social Security Cash Benefit: SSI SSDI Concurrent CDB Other

Is the beneficiary a Veteran: Yes No Unknown

Work Status: Considering Employment Looking for Employment Working or Job Offer

Does Beneficiary have Rep Payee or Guardian: If so, name and phone _____

Benefit Questions or Concerns: _____

Fax completed Referral to: **1-859-687-9474** Or email to: **wipa@calky.org**

Or mail to:
Center for Accessible Living,
Attn: WIPA
501 S. 2nd St., Suite 200
Louisville, KY 40202

***DON'T FORGET! All Documents
Containing PII must be encrypted prior
to emailing.***

***DO NOT EMAIL THE REFERRAL FORM
WITHOUT ENCRYPTION!***

WORK INCENTIVE PLANNING AND ASSISTANCE PROGRAM (WIPA)

Who can get Center for Accessible WIPA services in Kentucky?

- Between 14 years old and full retirement age
- Beneficiaries who have a disability and currently receiving SSI and/or SSDI (or another Title II cash benefit). Please note, we cannot and do **not** help with applying for disability benefits.
- Working, or interested in returning to work, or increasing employment
- Living in one of these counties:

Ballard, Breckinridge, Bullitt, Butler, Caldwell, Calloway, Carlisle, Christian, Crittenden, Daviess, Edmonson, Fulton, Graves, Grayson, Hancock, Hardin, Henderson, Hickman, Hopkins, Jefferson, Livingston, Logan, Lyon, Marshall, McCracken, McLean, Meade, Muhlenberg, Ohio, Simpson, Todd, Trigg, Union, and Webster

Should I fill out a Referral Form or Have the Person Call Directly?

- **Determine if you need to refer the person, or if they need to call WIPA directly.**
 - If you refer the person, WIPA gets a release of information from them, so we can share the results of the benefits counseling and analysis with you. This allows you to see the same information we provide the beneficiary and allows us to include you as needed. If you are providing any level of employment services or case management for the person, a referral is recommended.
 - If the person calls WIPA directly we will only provide the results of the benefits counseling and analysis to the person, or others at their request. For general information, have the person call the Ticket to Work Help Line at 1-866-968-7842.

How do I refer to Center for Accessible Living WIPA?

Complete a referral form and fax to **(859) 687-9474** or email to **wipa@calky.org**. *Be sure to encrypt any email containing personally identifiable information.*

**For more information about WIPA,
call the Center for Accessible Living Toll-free at:**

1-844-689-6620

or call our WIPA intake specialist at 1-859-638-2155

or email for more information to: wipa@calky.org



CENTER *for*
ACCESSIBLE LIVING