

**Maryland State Department of Education  
Division of Rehabilitation  
Beginning the Job Search: Consent for Disclosure**

Consumer Name: \_\_\_\_\_ Date: \_\_\_\_\_

We are now ready to begin assisting you with your job search, based on your interests, skills, capabilities, and the employment goal on your Individualized Plan for Employment. This document clarifies and confirms how DORS will assist you, based on your preferences.

**Disclosure of Disability**

Some individuals with disabilities agree to have a potential employer know that he or she has a disability; some individuals do not want a potential employer to know. Whether or not you prefer for an employer to know that you are a person with a disability and have received services from DORS will have an impact on how directly your DORS counselor, other DORS staff and community programs may be able to assist you in seeking employment.

If you consent to allow DORS to discuss with a potential employer that you have a disability, DORS staff may discuss the nature of the disability only in general terms, to the degree that it relates to the performance of essential functions of a particular position.

For more information on disclosure, see the [Job Accommodation Network](#) website.

**DORS Job Search Assistance**

Whether or not you consent to disclosure that you are a DORS consumer and have a disability will affect the way DORS can work with you to find a job, as follows:

**If you consent to disclosure** and agree that potential employers will most likely realize you are a person with a disability by your involvement with DORS, this means that:

- DORS staff will fully involve you in the process of identifying possible jobs.
- DORS staff may provide information identifying you and your skills and abilities to employers on your behalf, in person, in writing, including via electronic means, or via phone.
- DORS staff will share your resume with businesses that are specifically recruiting individuals with disabilities who possess your skills and abilities.
- If you are working with a community program, they will also work with you as described above, involving you in the process, working directly with you and employers and acting on your behalf during the job search.

**If you do not want DORS to disclose to possible employers** that you are a person with a disability and being assisted by DORS, this means that:

- DORS staff will provide you with information about jobs that seem appropriate for you but will not forward information identifying you to employers.
- You, and your family and others you choose, will be responsible for finding a job for you.
- If you are working with a community program, we will advise that program of your preferences and request that they work with you “behind the scenes.”

**In regard to DORS Job Search Assistance, my decision is as follows:**

- ☐ I do not consent for DORS staff to disclose to potential employers that I am a consumer of DORS and/or that I have a disability. I recognize that only indirect job assistance will be provided, considering this decision.
- ☐ I consent for DORS staff, and staff of community programs, as applicable, to work directly with me and with employers, on my behalf, in finding employment consistent with my interests, capabilities and employment goal. I understand that in so doing, employers will be informed that I am a person with a disability.

**This consent, unless revoked by me/my representative in writing is (please check one):**

- ☐ Valid for more than 45 days and continuing from the date of signature while I receive rehabilitation services from DORS; or
- ☐ Valid for 45 days from date of signature; or
- ☐ Expires on (date): \_\_\_\_\_

\_\_\_\_\_  
Consumer/Representative Signature

\_\_\_\_\_  
Date