

The Department of Human Services in Partnership with the Departments of Economic Development, Education, Human Rights, Management, and Workforce Development.

## **REFERRAL TO COMMUNITY AGENCIES**

| TO: | Agency | Date     |                  |  |
|-----|--------|----------|------------------|--|
|     | Street | City     |                  |  |
|     | State  | Zip Code | Telephone Number |  |
|     |        |          | ( )              |  |

## **ATTENTION:**

PROMISE JOBS is referring the client listed below to your agency. If we can be of any help or if you have any questions, please call.

| Last Name             |        | First Name             |       | Middle |  |
|-----------------------|--------|------------------------|-------|--------|--|
| Street and Number     |        |                        | Coun  | ty     |  |
| City                  |        | State                  | Zip C | Code   |  |
| Birth Date (MM/DD/YY) | Social | Social Security Number |       |        |  |
| Services Requested:   |        |                        |       |        |  |
|                       |        |                        |       |        |  |
|                       |        |                        |       |        |  |
|                       |        |                        |       |        |  |
|                       |        |                        |       |        |  |

| PROMISE JOBS Representative |      | Telephone Number |       |          |
|-----------------------------|------|------------------|-------|----------|
|                             |      | ( )              |       |          |
| Street                      | City |                  | State | Zip Code |
|                             |      |                  |       |          |

Please see the attached *Consent to Obtain and Release Information*, when needed to obtain medical and mental health information.