



King County

Department of Community and Human Services Developmental Disabilities and Early Childhood Supports Division (DDECSD)

2025 S2W Exit and County Service Authorization (CSA) Request Process

- Complete the S2W Exit and CSA Request Form, for students who are working or who are leaving school.
 - **Students who are remaining in school through June 2026** will not be eligible for a CSA until they have fully utilized all Division of Vocational Rehabilitation (DVR) services. They will automatically continue with S2W as part of the 2026 cohort and do not require a CSA Request Form unless employed.
 - **Individuals who have completed school and are working** will have their S2W Job Placement and Intensive Training (JPIT) SDOP extended through stabilization before moving to a DDCCS CSA.
- Send the S2W Exit and CSA Request form to S2WReports@KingCounty.gov.
- Submit requests ASAP as the process may take DDCCS up to 90 days to complete for some students.
- King County coordinates with Developmental Disabilities Community Services (DDCCS, formerly Developmental Disabilities Administration/DDA) to start processing CSA requests for all exiting students as forms are received, with students who are employed as top priority.
- Update requests as students are employed or circumstances change.

If you have any questions please contact:

Cassie Glenn, cglenn@kingcounty.gov /206-263-7999 or Sue Anne Lemkin, slemkin@kingcounty.gov /206-263-3642, or email the S2W Team at S2Wreports@kingcounty.gov.