
BTP Bulletin – Chapter 688 Electronic Referral System

Updated on February 11, 2021

The Bureau of Transitional Planning (BTP) stopped accepting Chapter 688 paper referrals on behalf of students with disabilities in September 2017. This includes submissions directly to human service agencies as well as to the BTP. All referrals should be submitted using the new T22/Chapter 688 referral application which is accessed through the EOHHS Virtual Gateway. For all districts that are currently registered with the Virtual Gateway and have submitted Authorized User information for the T22/Chapter 688 application, individual users will receive an email containing their credentials for accessing the Virtual Gateway. (For users who already have a Virtual Gateway account, the email will provide information on the changes to the account.) In addition, individual users will receive an email invitation to access the required training on how to use the new application, which is in the Massachusetts Performance and Career Enhancement Learning Management System (PACE).

Districts, who are not previously registered with the Virtual Gateway, and are looking to doing business with the Virtual Gateway, need to submit their district information using the online Virtual Gateway Organization Management webpage. Visit the [Become a Virtual Gateway User | Mass.gov](#) > Register a New Virtual Gateway Organization for guidance.

To add or update an Existing Virtual Gateway Access Administrator (AA), districts need to submit their information using the online Virtual Gateway Organization Management webpage. Visit the [Become a Virtual Gateway User | Mass.gov](#) > Add/Update Existing Virtual Gateway Access Administrators for guidance.

If your district is registered, but you have not submitted Authorized User information, or would like to add or remove an Authorized User, please access the Turning 22 User Request Form at [User Request Forms | Mass.gov](#).

For assistance with additional questions, please contact T22UserAssistance@state.ma.us.