

DEFINITIONS OF THE CRITERIA FOR DETERMINATION OF ELIGIBILITY FOR DDD SERVICES

"Developmentally Disabled Adult" means a person, eighteen years old or older and not under the jurisdiction of the Department for Children, Youth and Families who is either a mentally retarded developmentally disabled adult or is a person with a severe chronic disability which:

- (a) is attributable to a mental or physical impairment or combination of mental and physical impairments;
- (b) is manifested before the person attains age 22;
- (c) is likely to continue indefinitely;
- (d) results in substantial functional limitations in three or more of the following areas of major life activity:
 - (1) self care,
 - (2) receptive and expressive language,
 - (3) learning
 - (4) mobility,
 - (5) self direction,
 - (6) capacity for independent living,
 - (7) economic self sufficiency
- (e) reflects the person's need for a combination and sequence of special, interdisciplinary or generic care, treatment, or other services, which are individually planned and coordinated. For purposes of funding, it is understood that students enrolled in school will continue to receive education from their local education authority in accordance with RI Gen. Laws 16-24-1 et seq. (RI Gen. Laws 40.1-21-4.3 (5))

"Mentally retarded developmentally disabled adult" means a person 18 years or older and not under the jurisdiction of the Department of Children, Youth and Families, with significant sub average, general intellectual functioning two standard deviations below the norm, existing concurrently with deficits in adaptive behavior and manifested during the developmental period. For purposes of funding, it is understood that students enrolled in school will continue to receive education from their local education authority in accordance with RI Gen. Laws 16-24-1 et seq. (RI Gen. Laws 40.1-21-4.3 (8))

"Attributable to a mental or physical impairment or combination of mental or physical impairments", means that the individual has an impairment of the central and/or peripheral nervous system (brain and spinal cord), or a neurological, intellectual, or cognitive condition, and/or paralytic or other motor disorders but does not include impairments as the result of social problems such as juvenile delinquency or substance abuse. The professional (s) making the determination of the presumed disability will be those normally qualified to make such judgments using accepted assessment procedures in the area of developmental disabilities.

"Manifested before the age of twenty-two" means that the person's disability became apparent before the person attained age 22 and resulted in substantial functional limitations prior to the 22nd birthday.

"Likely to continue indefinitely" means that the body system (s) affected are ones that are not likely to regain capacity even with medical or rehabilitative treatment; the mental / physical impairment is known to be chronic; it is the judgment of a qualified professional that the individual is likely to remain impaired for the foreseeable future.

"Substantial functional limitation" means the applicant performs substantially below the level expected for an adult with respect to the skills necessary in an area of major life activity.

"Self care", means the daily activities that enable a person to meet basic life needs for food, hygiene and appearance.

"Substantial functional limitation in self-care" means that an individual needs on-going physical assistance, extensive training and/or frequent supervision in taking care of personal needs such as eating, personal hygiene and dressing.

"Receptive and expressive language" means communication involving both verbal and non-verbal behavior enabling the individual both to understand others and to express ideas and information to others.

"Substantial functional limitation in expressive and receptive language" means that an individual needs another person or alternative method to express or understand needs and wants or to effectively communicate with others or the individual is unable to understand/comprehend language or other forms of communication.

"Learning" means general cognitive competence and the ability to acquire new behaviors, perceptions and information and to apply experiences in new situations.

"Substantial functional limitation in learning" means that an individual has tested two standard deviations below the mean on a comprehensive individual intelligence test or has had a comparable performance in two or more specific intellectual areas, such as memory, computation, reading/writing and perception or that the person demonstrates the need for ongoing assistance or frequent supervision to use information or skills in different or new situations.

"Mobility" means motor development and the ability to use fine and gross motor skills; the ability to move from one place to another.

"Substantial functional limitation in mobility" means that an individual needs the ongoing physical assistance of another person to move from place to place or needs the use of an extraordinary assistive device to move from place to place.

"Self-direction" means the management and control over one's own social and personal life; the ability to make decisions affecting and protecting one's own interests.

"Substantial functional limitation in self-direction" means that an individual requires ongoing assistance or frequent supervision in making decisions about social activities, personal finances, planning and setting goals, protecting one's interests, establishing and asserting one's rights and maintaining social relationships and resolving problems in daily living.

"Capacity for independent living" means the ability to manage one's own health care and personal safety, the ability to use community resources, to perform basic housekeeping skills (cleaning, maintenance, cooking and laundry), and money management skills.

"Substantial functional limitation in independent living" means that an individual needs ongoing assistance or frequent supervision to manage health care needs, to use community resources, to manage money, to perform routine housekeeping, or to maintain personal safety.

"Economic self-sufficiency" means the ability to maintain adequate employment and compensation.

"Substantial functional limitation in economic self-sufficiency" means that an individual requires ongoing supervision or frequent assistance and extensive training to perform the tasks required for a job, or to be able to work and maintain his/her employment as a result of his/her disability and not as a result of economic conditions or life style choice.

A Guide to Accessing Employment Supports from the RI Division of Developmental Disabilities (DDD)

To initiate a referral:
Division of Developmental Disabilities
Simpson Hall
6 Harrington Road,
Cranston, RI 02920
Tel: (401) 462-3421
TDD: (401) 462-6087
<http://www.mhrh.state.ri.us>

Referral
Referrals can be initiated to DDD by self/family, school or agency.

Referral Tip:
Apply 2-3 years prior to needing support to allow time to develop a service plan.

Eligibility Determination

PCI (Personal Capacity Inventory) and Situational Assessment & Evaluation completed.

Funding Level Assigned
(Medicaid Waiver application completed if eligible)

A portion or all of funds assigned can be used to pay for ongoing employment supports.

NOTE

Individuals may also be eligible for short-term employment support through Office of Rehabilitation Services (ORS).

Identify employment goal & support needs.

Consider the following:

What type of work would you like to do? Do you prefer to work for a company or be self-employed?
Do you want to work full-time? How will you get to work?
Do you need support to identify or reach your goal?

All persons with disabilities can work with the right supports!

Choose how to manage your funds and services.

Person/Family Managed

You can choose **OPTIONS**, a service that allows the person/family to manage how funds are spent, hire the person/agency to provide services and control the services provided.

OR

Agency Managed

You can choose one of RI's 33 agencies to manage your funds and provide services. Investigate agencies to determine the type of employment/job options offered and supports provided.

STRETCH YOUR DOLLARS!

Investigate other resources such as Office of Rehabilitation Services, netWORKri, and the Social Security Administration, to fund short-term employment support, training/education, assistive technology/equipment, etc.

You can change how funds are managed as your needs and goals change. Contact DDD to initiate a change.

Write a Plan & Start Services

Whether you choose the Agency Driven or Person/Family Driven method to managing funds and services, you will need to develop a plan for services. Plans are approved by DDD.



Transition and Community Employment Resources

GOVERNMENT SERVICES

MHRH - Division of Developmental Disabilities
14 Harrington Rd., Cranston, RI 02920
Phone: (401) 462-3421, (401) 462-6087 (TDD)
www.mhrh.state.ri.us

DHS - Office of Rehabilitation Services
40 Fountain Street, Providence, RI 02903
Phone: (401) 421-7005, (401) 421-7016 (TDD),
(401) 272-8090 (Spanish)
www.ors.ri.gov

netWORKri - RIDLT
ONE-STOP CAREER CENTERS
www.networkri.org

East Bay
470 Metacom Avenue, Warren, RI 02885
Phone: (401) 245-9300, (401)245-0415 (TTY)

Pawtucket
175 Main Street, Pawtucket, RI 02860
Phone: (401) 722-3100, (401) 222-3450 (TTY)

Providence
One Reservoir Ave, Providence, RI 02907
Phone: (401) 462-8900, (401) 462-8966 (TTY)

Wakefield
4808 Tower Hill Rd., Wakefield, RI 02879
Phone: (401) 789-9721, (401) 222-3450 (TTY)

West Warwick
1330 Main Street, West Warwick, RI 02893
Phone: (401) 828-8382, (401) 828-8927 (TTY)

Woonsocket
219 Pond St, Woonsocket, RI 02895
Phone:(401) 235-1201

FAMILY AND INDIVIDUAL SUPPORT

Paul V. Sherlock Center on Disabilities
Rhode Island College, 600 Mt. Pleasant Avenue,
Providence, RI 02908-1991
Phone: (401) 456-8072, (401) 456-8773 (TDD)
www.sherlockcenter.org

PAL
96 Rolfe Street, Cranston, RI 02920
Phone: 401-785-2100
TDD/Relay RI: 1-800-745-5555
www.pal-ri.org



2007. Produced by the Paul V. Sherlock Center on Disabilities, Rhode Island College, to support people with disabilities to obtain individualized, community-based employment.

EDUCATIONAL RESOURCES

RI Regional Transition Centers and Regional Vocational Assessment Centers
www.ridoe.org

East Bay
317 Market Street, Warren, RI 02885
Phone: (401) 245-2045

Northern RI
2352 Mendon Road, Cumberland, RI 02864
Phone: (401) 658-5790

Southern RI
646 Camp Avenue, North Kingstown, RI 02582
Phone: (401) 295-2888

Providence
434 Mt. Pleasant Ave. Providence, RI 02908
Phone: (401) 456-9230

West Bay
144 Bignall Street, Warwick, RI 02888
Phone: (401) 941-8353

SSI WORK INCENTIVES INFORMATION

DHS - Office of Rehabilitation Services
Work Incentives Planning and Assistance (WIPA)
40 Fountain Street, Providence, RI 02903
Phone: (401) 222-2300, (401) 421-7016 (TDD)
www.ors.ri.gov

Community Work Incentive Coordinators (CWICs) are available to work with beneficiaries of SSI and/or SSDI to help them use social security work incentives to go off cash benefits or reduce dependency on cash benefits.

The Work Site
www.socialsecurity.gov/work/

The Redbook on Work Incentives
www.socialsecurity.gov/disabilityresearch/redbook.htm

ADVOCACY

RI Disability Law Center
349 Eddy Street
Providence, RI 02903
Phone: (401) 831-3150, (401) 831-5335 (TTY),
1-800-733-5332 (Toll Free)
www.ridlc.org

Receiving Services from the Rhode Island Division of Developmental Disabilities

Step 1

Apply to the Rhode Island Division of Developmental Disabilities (DDD) to see if you are eligible to receive support.
Call 401-462-3421 to get an application.

DDD will send you an application and will help you complete the application if you need assistance. You will be visited by a member of DDD's eligibility unit, in most instances.

Usually you will find out if you are eligible within 45 days after DDD has reviewed your complete application.

If you are not eligible, you can appeal or DDD will refer you to other places where you may be eligible.

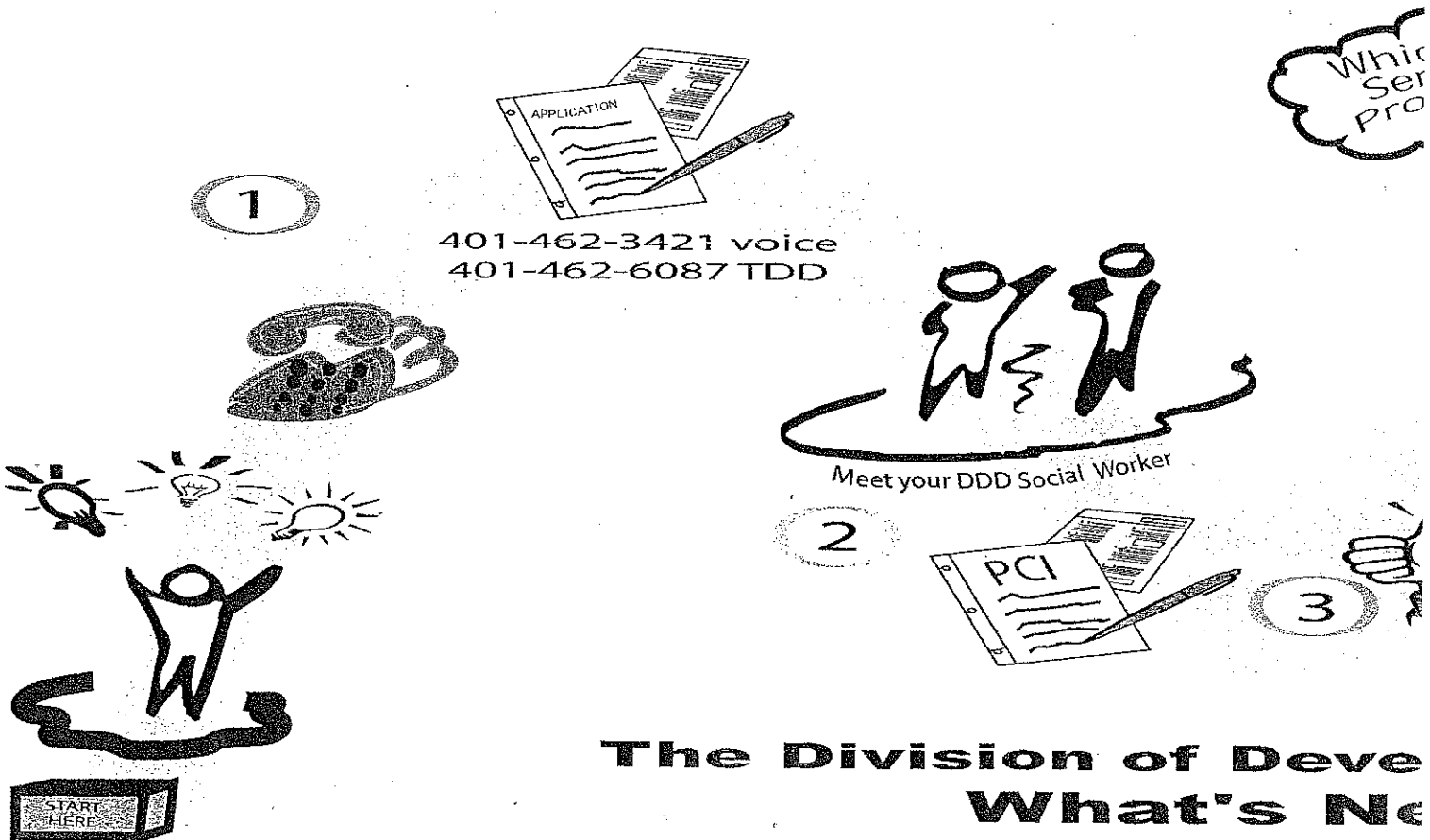
Step 2

You will get connected with your DDD Social Worker within 30 days after you have been found eligible. Your Social Worker will get to know you and your family. He or she will help you think about your plans for the future and the supports you may need.

Your Social Worker will talk with you about the service system in Rhode Island, and give you a list of certified service provider agencies, if you choose to have a provider agency assist you.

He or she will complete a Personal Capacities Inventory (PCI) and Situational Assessment with you. This will help determine the amount of funding that DDD can make available for your services.

Your worker will help you apply to the Department of Human Services for Medicaid and Title XIX Waiver eligibility if necessary.



Step 3

DDD will tell you how much funding will be made available for your services.

Step 4

Choose your service provider. Alternatively, you may decide to choose a Fiscal Intermediary to help you manage your own plan. You should work with whomever is helping you to complete a Support Agreement between you and the service provider agency. This Agreement will give a brief description of the services you plan to purchase, and how the agency will provide them. It will also list the outcomes that are most important to you.

Send your Support Agreement to DDD and you should receive authorization within 45 days in most instances. Once you have the authorization, services can begin!

Step 5

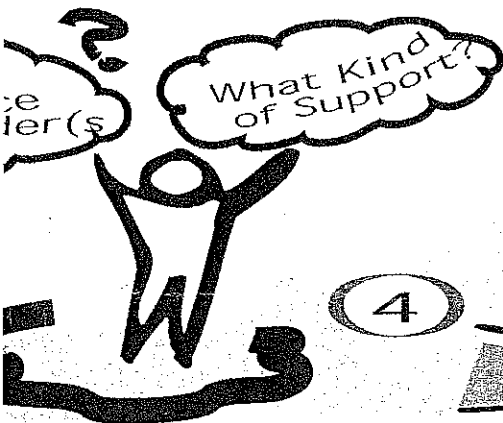
After your services begin, you have 90 days to develop an Individualized Plan and submit it to DDD. If you are working with a service provider agency, they will help coordinate this for you.

Step 6

DDD will review your plan and the services you are receiving throughout the year to find out how it's going. Your funding will automatically be re-authorized every year on July 1st. Contact your DDD Social Worker right away if something major happens in your life and your support needs change.

You must submit your updated Individualized Plan every year on the anniversary date of the plan.

For example: if your plan was submitted on November 21st, that is your anniversary date, so that is when you should send in your updated plan.



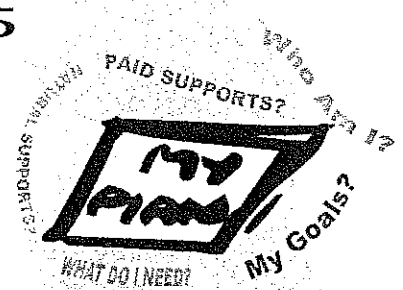
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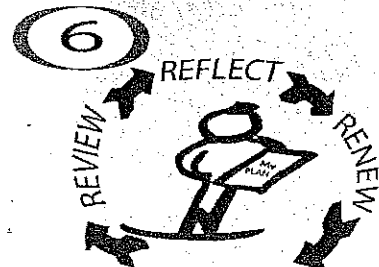
Support Agreement between you and the Service Provider Agency



5



6



**Supplemental Disabilities
Act for Me?**