

# 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](http://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](http://www.ors.ri.gov)

**netWORKri - RIDLT**  
**ONE-STOP CAREER CENTERS**  
[www.networkri.org](http://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](http://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](http://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.rido.org](http://www.rido.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](http://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/](http://www.socialsecurity.gov/work/)

**The Redbook on Work Incentives**  
[www.socialsecurity.gov/disabilityresearch/redbook.htm](http://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](http://www.ridlc.org)