

Leavenworth County Community Developmental Disability Organization (CDDO)

Fact Sheet – Updated November 2019

What is a CDDO? CDDO stands for Community Developmental Disability Organization. This is the single point of entry for an individual to access services through the developmentally disability system in Kansas. Currently, the state of Kansas has 27 CDDOs which are assigned according to geographic regions/counties. CDDOs are responsible for determining whether or not a person qualifies for services within the Intellectual and Developmental Disability (IDD) program and identifies potential funding sources.

The CDDO is responsible for providing information so the individual/family is aware of service options offered in Leavenworth County. Once the individual's service needs are identified, and funding is available, the individual/family selects an affiliated provider(s) and a referral is made.

HCBS Services available through the CDDO include:

- **Assistive Services** are supports or items that meet a participant's assessed need by improving and promoting the person's health, independence, productivity, or integration into the community. Examples include, but are not limited to, wheelchair modifications, ramps, lifts, modifications to bathrooms and kitchens (specifically related to accessibility), and assistive technology (items that improve communication, mobility, or assist with activities of daily living or instrumental activities of daily living in the home and workplace).
- **Day Supports** are regularly occurring activities that provide a sense of participation, accomplishment, personal reward, personal contribution, or remuneration and thereby serve to maintain or increase adaptive capabilities, productivity, independence or integration, and participation in the community.
- **Enhance Care Services** give overnight assistance to participants living with a person who meets the definition of family or in a setting that does not meet the definition of living with family and the person has chosen to self-direct the service.
- **Medical Alert** and other monitoring systems provide support to the participant having a medical need that could become critical at any time.
- **Overnight Respite** is temporary care provided to a participant to provide relief for the participant's family member who serves as an unpaid primary caregiver.
- **Personal Care Services** are available to participants who choose to *SELF-DIRECT* all or a portion of their services. One or more personal assistants on an individualized (one-to-one) basis ensuring the health and welfare of the participant during times when the participant is not typically sleeping.
- **Residential Supports** are provided to participants who live in a residential setting and do not live with someone meeting the definition of family.
- **Specialized Medical Care** provides long-term nursing support for medically fragile and technology dependent participants.
- **Supported Employment** is competitive work in an integrated setting with on-going support services for participants who have I/DD. Competitive work is defined as compensated work in accordance with the Fair Labor Standards Act.
- **Supportive Home Care** services are provided by an agency, *not self-directed*, to assist a person living with someone meeting the definition of family. These individualized one-on-one services provide direct assistance with daily living, personal care services, medication assistance, accessing medical care, reporting changes in the participant's condition and needs, etc.
- **Wellness Monitoring** is an RN evaluating the participant's level of wellness. The RN determines if the participant is properly using medical health services as recommended by the physician and if the participant is maintaining a stable health status in his or her place of residence without frequent skilled nursing intervention.

Frequently Asked Questions

How do I obtain services? The process to obtain services has three steps of eligibility: program eligibility, functional eligibility, and financial eligibility.

First, initial eligibility for IDD services is determined. The CDDO needs specific information about the individual's current diagnosis. This could be a psychological evaluation, psychological records or medical records. A copy of the most recent Individual Education Plan (IEP) is also helpful. The individual/family provides information needed to determine eligibility. Individuals must meet the criteria for either Intellectual Disability or Developmental Disability in this initial step.

Intellectual Disability (formerly Mental Retardation) – diagnosis is given by age 18 and includes a reference to IQ.

Developmental Disability – diagnosis given by age 22 and describes a disability which has such a pervasive, cumulative and early impact on an individual that the person is likely to require long-term care throughout life. There must be demonstrated functional limitations in three or more of the following categories: self-care, receptive and expressive language, learning, mobility, self-direction, capacity of independent living, and economic self-sufficiency. This category could include individuals with cerebral palsy, autism spectrum disorder, and various genetic and chromosomal disorders such as Down Syndrome. **Having a diagnosis alone does not make someone eligible.**

Second, a *Functional Assessment* (also referred to as *BASIS*) is completed once an individual has met program eligibility criteria. The *Functional Assessment* is an assessment tool to determine the level of support an individual needs and ties to the funding available for those supports. This assessment also determines if the individual is eligible for Home and Community Based Services (HCBS) funding.

Third, the Department for Children and Families services determines the financial eligibility.

What are the different waivers? And, how long is the waiting list? The current Home and Community Based Services waivers and waitlist information as of June 2019:

- **Autism** - for children up to six years old. There is a waiting list which the state refers to as Number of Proposed Recipients.
- **Frail Elderly (FE)** – for ages 65 and older. There is no waiting list.
- **Intellectual and Developmental Disability (IDD)** – for ages five and older. There is an 8+ year waiting time for funding with approximately 4,000 people on the list.
- **Physical Disability (PD)** – for ages 16-65. There is a waiting list of just under 1,800 individuals.
- **Seriously Emotionally Disturbed (SED)** – for children ages 4-18, unless an exception is granted for younger or older participants. There is no waiting list.
- **Technology-Assisted (TA)** – for children ages 0 through 21. There is no waiting list.
- **Traumatic Brain Injury (TBI)** – for individuals 16-65 years old. There is no waiting list. This waiver was renamed the Brain Injury (BI) waiver.

What happens if your name gets to the top of the waiting list? When your name reaches the top of the waiting list, Kansas Department for Aging and Disability Services (KDADS) will notify you in writing. You will have 30 days to reply that you accept the funding. It is imperative that the CDDO have your current contact information. The CDDO assists in maintaining the database for the state. If your current address is not in the system, your funding notice will go to an old address and you may lose the opportunity to access funding. Typically, KDADS will contact the CDDO when funding offers are sent which allows the CDDO opportunity to reach out to the person/family as well.

What happens if you decline funding? If you decline funding, your name will be removed from the waiting list. If you decide in the future that services are needed, you start the process over from the beginning with your name at the bottom of the waiting list.

Is there a way to move up on the waiting list? Yes, you can move to the top of the waiting list a few different ways.

1. Individuals who are in **crisis or at imminent risk of crisis** can access funding without waiting. Crisis is defined as someone who requires protection from confirmed abuse, neglect, or exploitation or there is written documentation of pending action of the same. It also includes individuals who are at significant, imminent risk of serious harm to self or others.
2. Individuals in a **priority service situation** can access funding without waiting. This includes children in state custody, children at imminent risk of coming into state custody, and persons transitioning from state custody.
3. Individuals **transitioning from different programs** can access funding without waiting. Individuals served through the Autism, Technology Assisted, and Traumatic Brain Injury waivers can access IDD waiver services without waiting if they meet IDD eligibility requirements. Individuals transferring to community services from an institutional setting are included in this transition grouping as are individuals on the IDD waiting list who had their Vocational Rehabilitation case successfully closed because the individual is competitively employed yet needs services to maintain that successful employment.

What are the different services/supports available? The services and supports available differ based on the waiver, and are provided on an individualized basis dependent on the needs of the person with the disability. Please refer to the HCBS Access Guide for more specific information. You can find the guide at <https://www.kdads.ks.gov/docs/default-source/CSP/HCBS/Access-Guide/consumer-access-guide-to-hcbs-services-in-kansas.pdf?sfvrsn=8> or by contacting the CDDO.

What happens after the initial intake paperwork? Once the individual is on the waiting list, the CDDO will send out information one time per year and may ask if you still need services and wish to remain on the waiting list. Again, it is important that the CDDO has your current mailing address and telephone number.

What happens if the person is ineligible? Is there an appeals process? Individuals found ineligible are notified in writing and may be referred to another, more appropriate, organization. The appeals process will be included in the letter.

If the individual is program eligible, but not functionally eligible (not eligible for HCBS funding), the person can go on the local waiting list for alternative funding, if available. The Leavenworth County CDDO has some funds available to pay for services. Not all CDDOs have alternative funding. Again, there is an appeals process which will be outlined in the letter notifying you of the ineligibility.

How do you apply for crisis funding?

If the individual has a case manager, notify the case manager of the crisis. The case manager will contact the CDDO for the appropriate paperwork. If the individual does not have a case manager, contact the CDDO directly to start the process. If crisis funding is not approved, there is an appeals process.

For individuals living in Leavenworth County, Riverside Resources, Inc. CDDO is the place to access services through the State of Kansas' Intellectual and Developmental Disability program. You can contact the CDDO Monday through Friday 8:00 a.m. to 4:30 p.m. by e-mail at jdenney@riversideresources.org or by phone at 913-651-6810 ext. 115.

List of Other Resources, Terms and Common Abbreviations:

ADRC – Aging and Disability Resource Centers, 1-855-200-2372, is a one-stop organization who can direct you to the appropriate services.

APS – Adult Protective Services, 1-800-922-5330, to report abuse, neglect or exploitation of an individual age 18 or older.

Autism Speaks – resources related to autism. www.autismspeaks.org

CMS – Centers for Medicare and Medicaid Services - is a federal agency within the United States Department of Health and Human Services that administers the Medicare program and works in partnership with state governments to administer Medicaid, the Children's Health Insurance Program, and health insurance portability standards.

CPS – Child Protective Services, 1-800-922-5330, to report abuse, neglect or exploitation of an individual under age 18.

DCF – Department for Children and Families seeks to protect children, promote healthy families and encourage personal responsibility through a wide range of supports.

Families Together – provides support and information for families of children, from birth to age 26, with disabilities and/or special health care needs. 1-800-264-6343 (KS) www.familiestogetherinc.org

HCBS – Home and Community Based Services provide opportunities for Medicaid beneficiaries to receive services in their own home or community rather than institutions or other isolated settings.

IDD – Intellectual and Developmental Disability, This is a combination of the two routes to eligibility: intellectual disability and developmental disability. These were described earlier in the document.

KanCare – The State of Kansas program to provide Medicaid.

K-CART – Kansas Center for Autism Research and Training - is a multidisciplinary center that promotes research and training on the causes, nature and management of autism spectrum disorders (ASD). K-CART will generate new scientific discoveries about ASD, disseminate research-based practices by training professionals, practitioners and families who serve children and adults with autism, and provide clinical services through the Center for Child Health and Development at the University of Kansas Medical Center.

KDADS – Kansas Department for Aging and Disability Services is the state agency which oversees the IDD program.

Pre-ETS – Pre-Employment Transition Services for students ages 16-21 years of age. 1-866-213-9079

SSA – Social Security Administration establishes benefits for individuals with disabilities. 1-800-772-1213 These benefits may include social security, **SSI** – Supplemental Security Income, and **SSDI** – Social Security Disability Income.

VR or Voc Rehab – Vocational Rehabilitation, 913-680-2203, empowers Kansans with disabilities to become gainfully employed and self-sufficient.

Please refer to the CDDO Resource Directory for additional information.