

CDDO Overview Training



October 20, 2024

Community

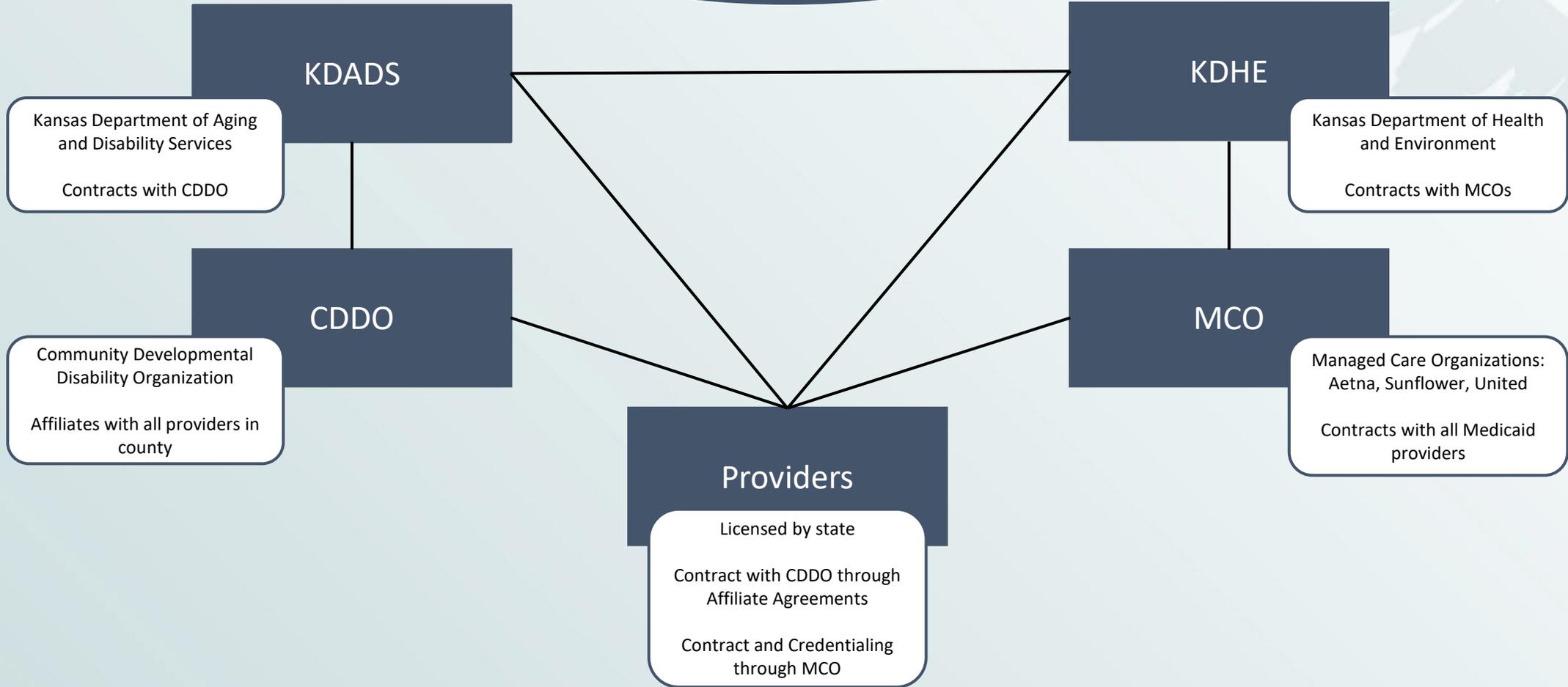
Developmental

Disability

Organization

A CDDO serves as the single point of entry for anyone seeking services in Kansas with an intellectual or developmental disability (IDD)

State of Kansas



Home and Community Based Services (HCBS)

Serious Emotional Disturbance (SED): Ages 4-18

Autism (Au): Ages 0-5

Technology Assisted (TA): Ages 0-21

Brain Injury: Ages 0-64

Physical Disability (PD): Ages 16-64

Frail Elderly (FE): Ages 65+

Intellectual/Developmental Disability (IDD): Ages 5+

7 waiver
programs
administered
by KDADS

Primary CDDO Functions



Provide single point of entry for people seeking services

Determine eligibility for services

Coordinate access to services and supports

Assist individuals in choosing from a variety of service options

Provide information, choice, and referral services

Maintain network of affiliate providers

Help ensure person-centered quality services

Types of Services

Targeted Case Management (TCM)

Day Supports

Residential Supports

Personal Care Services

Supportive Home Care

Supported Employment

Wellness Monitoring

Other Medical/Adaptive Services

Access: Intake

Someone I know has an IDD. What do I do next?

Webform



- [Contact CDDO Johnson County Kansas ← Click Link](#)
OR
- Scan QR Code to access webform
- Reason for contacting us:
 - Select “I want to apply for services”

Call

913-826-2600

If the voicemail answers your call, please:

- Email Gail Lauri at Gail.Lauri@jocogov.org
OR
- Leave call back information:
 - Caller’s first and last names (spelled) and a good callback number

Required Eligibility Documentation

Completed Basic Information Form

- Last page of the intake packet

Diagnostic Report(s)

- Must be signed by a licensed professional
- Should include testing or assessment results AND diagnosis(es)

School Records

- From the current school year OR the last year attended
- IEP evaluation or re-evaluation, Annual IEP, Behavior Intervention Plan, Section 504 Plan, transcripts, **IQ testing & results PRIOR TO AGE 18**

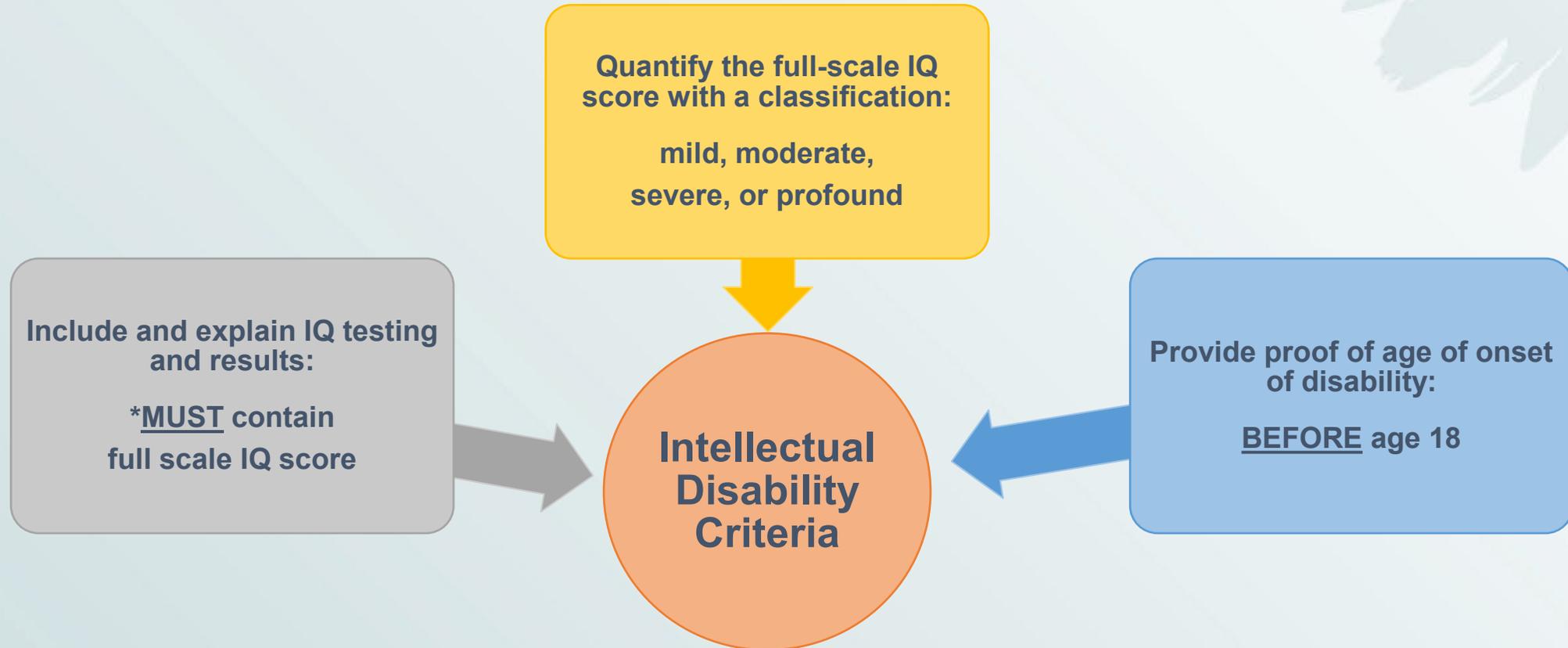
Copies of

- Birth certificate & social security card
- Medicaid Card, if applicable
- Legal Guardianship papers, if the person applying has a court appointed legal guardian

Access: Eligibility

Program Eligibility – Intellectual Disability

A diagnostic report, signed by a licensed clinician, must contain the following conditions:



If the above criteria are met, the person is likely program eligible.

Access: Eligibility

Program Eligibility – Developmental Disability

Severe, chronic disability

- Diagnosed by a qualified professional
- Provide proof of age of onset of disability before age 22

Attributable to a mental, physical, or sensory impairment or some combination of the three

- Likely to continue indefinitely

Results in at least 3 substantial functional limitations (SFLs)

- Self-care, Receptive/Expressive Language, Learning & Adapting, Mobility, Self-direction, Independent Living, Economic Self-sufficiency
- The CDDO may complete an additional assessment, Eligibility Determination Instrument (EDI), to identify & substantiate SFLs

Combination of care required

- Examples: regular Dr. visits for medical condition(s), PT, OT, assistive/mobility devices, assistance with medications, etc.
- Does not include those who are persistently mentally ill or have aging related disorders

If the above criteria are met, the person is likely program eligible.

Licensed Clinician should include DSM-V/ICD-10 code(s) in diagnostic report

Access: Eligibility

Functional Eligibility

Program Eligibility

- Outlined in the Developmental Disabilities Reform Act
- Meeting IDD eligibility criteria based on state and federal requirements
- The CDDO does not determine disability or diagnose conditions.

Functional Eligibility

- Must first be determined program eligible
- Assesses: health needs, daily living skills, behavior, etc.
- Date the functional assessment is entered into the KDADS system will become the person's waiting list date

WAITING LIST

**8+
Years!**

*****Following the functional assessment, the Eligibility Specialist will complete initial Comprehensive Options Counseling.**

Access: When your person turns 18...

Assist with the SSI/SSDI application

- If your person previously had SSI, they'll need to reapply as their own person

Assist with the Medicaid application

- If your person previously had Medicaid, they'll need to reapply as their own person

Service Access

Once determined eligible, there are four ways to gain access the HCBS I/DD waiver:

KDADS

1. **Waiting List Offer**

- **Verification from CDDO**

2. **Waiver Transfer: AU, BI, TA**

- **Notification from KDADS to MCO & CDDO**

CDDO

Final approval by KDADS

3. **Crisis**

- **Must meet crisis definition**

4. **Exception**

- **Must meet exception criteria**

Crisis Definition

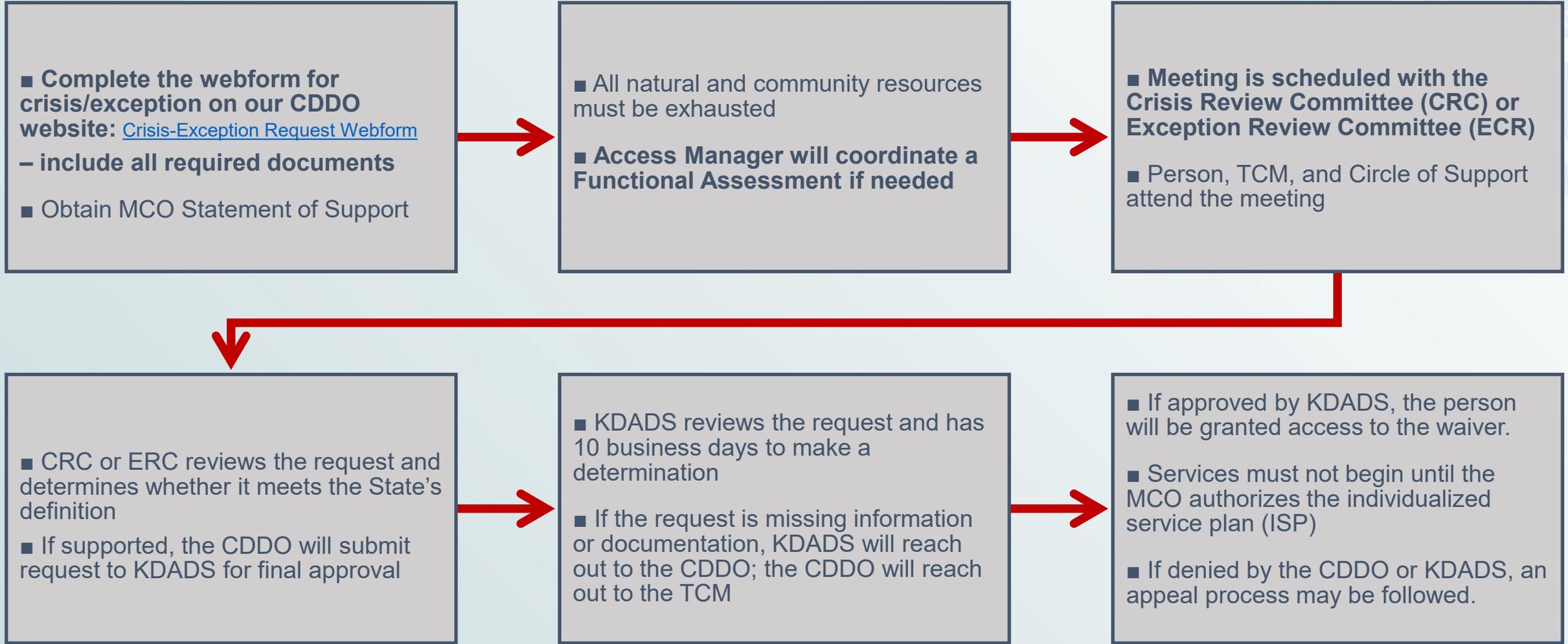
- ***All natural and community supports must be explored and exhausted***
 - Documentation of these efforts should be included
 - Persons who are in crisis or imminent risk of crisis and whose needs can **ONLY** be met through the HCBS IDD Waiver are those persons who:
 - Require protection from confirmed abuse, neglect or exploitation or written documentation of pending action for the same;
- OR**
- Are at significant, imminent risk of serious harm to self or others in their current situation.

Exception Definition

Exceptions may be provided to persons in the following situations:

- Persons in DCF custody for the purpose of addressing non-supervision support needs directly related to the person's IDD disability support needs.
- Persons determined to be at imminent risk of coming into custody of DCF.
- Persons under the age of 18 transitioning from DCF custody.
- Persons transitioning from DCF custody at age 18 or older.
- Persons transitioning from Vocational Rehabilitation Services (VRS) which require ongoing support to maintain employment and self-sufficiency.
- Persons meeting the criteria set forth in the KDADS "Military Inclusion" Policy.
- Persons previously on the IDD waiver transferring back to the IDD waiver from the WORK program - doesn't require the crisis-exception process; it has its own process.

Crisis-Exception Process



Child in Need of Care (CINC)

Minors removed from the natural home and placed in State custody, DCF

CDDO Contact

Rebecca.Iveson@jocogov.org

- Share information – kids tend to move frequently
- Paperwork from DCF/guardianship papers
- Email when the process to release from custody starts

CINC Exception

- In DCF custody to address non-supervision support needs directly related to the person's IDD disability support needs
- Imminent risk of coming into DCF custody
- Under the age of 18 transitioning from DCF custody
- Transitioning from DCF custody at age 18 or older

Choice & Referral

Choice-Referral is a two-step process.

- Choice lies with the Person or their legal guardian
- The TCM leads the process, helps people explore options, etc.
- The TCM reaches out to agencies
- Once the referral is complete, then the transition meeting is scheduled

Quality Enhancement

Annual Affiliate Reviews

Who?

- All TCMs, Day Service Providers, Residential Service Providers, and Limited Licenses

What?

- Interviews with people in services and direct service providers (DSPs)
- File reviews for staff and people served

When?

- The Quality Team will reach out to each provider on an annual basis to coordinate a review

Why?

- To assist providers in meeting state and federal regulations and promote best practices by reviewing quality of documents, services and supports
- To ensure the protection of rights and safety of people served as well as monitor their satisfaction with services

Quality Enhancement

Quality Assurance Committee (QAC)

Made up of service providers, family members, community members, & people served

Extension of Quality Enhancement at CDDO

Visits people receiving services and completes reviews of their day and residential services

Quality Assurance Committee (QAC)

Email CDDO@jocogov.org if someone at your agency would be interested in joining!

CDDO Resource Specialist

- Provides Outreach & training to agencies that may cross paths with individuals with IDD, including serving on various collaborative teams
- Represents the CDDO at resources fairs to provide information about the CDDO, network with providers, gather information, & stay up-to-date on what's available in our community
- Coordinates annual CDDO Resource Fair
- Maintains a resource library and shares it on the CDDO website
- Assists families on the waiting list (without TCM) with access to non-HCBS resources
- Educates and assists families with access to the waiver including helping with KanCare applications, answering Social Security questions, guiding through the choice process for targeted case management
- Assists with Crisis/Exception & State Aid Requests

Resources

CDDO Facebook Page



JOHNSON COUNTY
KANSAS

Community Developmental
Disabilities Organization

**FOLLOW US ON
FACEBOOK**



913-826-2600 JoCoGov.org/CDDO

<https://www.facebook.com/profile.php?id=100094207325127>

CDDO Contacts

Director, Monica Pfannes

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Eligibility, Judie White

Judith.White@jocogov.org

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Access Coordinator, Rebecca Iveson

Rebecca.Iveson@jocogov.org

Data Team/Records, Andrea Parks

Andrea.Parks@jocogov.org

Resource Specialist, Lois Ferguson

Lois.Ferguson@jocogov.org

***Print this page for future reference**

Common Acronyms

ANE – Abuse, Neglect, Exploitation	DCF – Department of Children and Families	PCS – Personal Care Services
APS – Adult Protective Services	EF – Extraordinary Funding	PCSP – Person Centered Support Plan
BASIS – Basic Assessment & Services Information System	ERC – Exception Request Committee	(MCO) PCSP -Person Centered Service Plan
CBHT – Community Behavioral Health Team	HCBS – Home and Community Based Services	PRTF – Psychiatric Residential Treatment Facility
CCM – Council of Community Members	HRC – Human Rights Committee	QA – Quality Assurance
CINC – Child in Need of Care	ICF/IDD – Intermediate Care Facilities for Individuals with an Intellectual Disability	QE – Quality Enhancement
CDDO – Community Developmental Disabilities Organization	IDD – Intellectual or Developmental Disability	SSDI – Social Security Disability Insurance
CPS – Child Protective Services	KDADS – Kansas Department for Aging and Disability Services	SSI – Supplemental Security Income
CRC – Crisis Request Committee	KDHE – Kansas Department of Health and Environment	VR – Vocational Rehabilitation
CSP – Community Service Provider	MCO – Managed Care Organization	WORK – Work Opportunities Reward Kansas