

CDDO Procedure 03

UNIFORM ACCESS TO SERVICES

DD Reform Regulation 30-64-25

Johnson County CDDO will develop and implement procedures to ensure compliance with the Developmental Disabilities Reform Act (DDRA) and the Kansas Department for Aging and Disability Services (KDADS) regulations and policies pertaining to the Act.

Procedures

1. Each eligible individual through the CDDO will receive equal treatment and access to services regardless of severity of disability. All individuals accessing services or funding through the CDDO must meet the eligibility criteria established by the State of Kansas, verified by documentation that includes a current functional assessment and diagnostic information.
2. In cooperation with Affiliates, the CDDO will arrange for natural, agency or self-directed supports and services to eligible individuals. CDDO staff will work with individuals and Affiliates to assure that persons receive services from their choice of providers, among those affiliate providers which offer the needed services and are open for referrals.
3. This procedure does not require an Affiliate to serve more persons than they may do so effectively. If all Affiliates are at maximum capacity, the CDDO will arrange for alternative services, which may include establishing new Affiliates.
4. If a person is determined by the Secretary of KDADS to be inappropriate for community services because the person presents a clear and present danger to self or others, the CDDO may refuse to serve the person.
5. The CDDO will initiate the services choice and referral process upon any request for targeted case management and Home and Community Based Services (HCBS) waiver services. The CDDO will inform individuals, families and/or guardians of services options and providers to ensure informed choice. If an Intermediate Care Facility for Individuals with Intellectual Disabilities (ICF/IID) is the choice, the CDDO will initiate the gatekeeping process with the individual, guardian, and support team.
6. Once an Affiliate is selected for services, the Affiliate will communicate their progress to provide services to the individual. If the Affiliate cannot serve the individual, the Affiliate will submit documentation of the rationale for the action to the CDDO.