Building the Future, Now! is a collaboration between the Maryland Developmental Disabilities Council and The Arc Maryland.

- September 21: Everything You Wanted to Know about DDA, but Were Afraid to Ask.
- October 20: So You’re Approved for DDA Services – What’s Next?
- November 10: Employment First: New Opportunities, Dispelling Myths & Misconceptions
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### Timeline for Transitioning Youth

- **Age 14-16**
  - DDA services/eligibility

- **Age 18**
  - Apply for SSI and MA - need to get it
  - Apply for paratransit services

- **2 Years Before Exit**
  - Fall – Apply for DORS
  - Spring/Summer – Begin search for service provider

- **Final Year of School**
  - Sep – Look for *Choice Letter* from DDA
  - Oct – Mail or fax *Choice Letter* to CCS
  - Dec-Jan – *Service Funding Plans* developed & submitted
  - Mar – Complete the Waiver enrollment process

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Once you have clicked on the arrow in the red button, your “control panel” will pop out. Here is where you can type in a question or download handouts.
Presenters

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*Parent of three children, one with a developmental disability*

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You’re Approved for DDA Services: What’s Next?

AGENDA

• Introduction—Brian Cox

• What to expect when you’re approved for services: Process, Timelines & Roles – Joyce Sims

• What families should know: A parent’s perspective – Robb Doub

• How to appeal decisions by DDA – Nancy Pineles

• How the DDA waiting list is funded & how YOU can advocate for it – Brian Cox

• Q & A
What to expect when you’re approved for services: Process, Timelines & Roles

Jargon and Acronyms
DDA Services – Community Pathways
Roles - Who Does What?
Authorization of Services
Accessing Services
Transitioning Youth
Process for Funded Services - Traditional
Process for Funded Services - Self-Directed
Jargon and Acronyms

CCS = Coordinator of Community Services
DDA = Developmental Disabilities Administration
EDD = Eligibility & Determination Division of Medicaid
FMS = Fiscal Management Service
HRST = Health Risk Screening Tool
MA = Medical Assistance or Medicaid
SB = Support Broker
SDS = Self-Directed Services
SFP = Service Funding Plan
SSI = Supplemental Security Income
TY = Transitioning Youth
Waiver = Maryland’s Community Pathways Waiver
DDA Services – Community Pathways

Day:
- Day Habilitation
- Supported Employment*
- Employment Discovery & Customization*
- Community Learning Services*

Residential:
- Residential Habilitation
- Personal Supports (CSLA)*
- Community Exploration*
- Shared Living
- Live-In Caregiver*
- Family & Individual Support Services (F/ISS)*
- Respite*
- Behavioral Support Services
- Environmental Accessibility Adaptations*
- Environment Assessment*
- Transportation*
- Support Brokerage*
- Medical Day Care*
Roles - Who Does What?

- DDA Regional Office
- Coordinator of Community Services
- Direct Service Provider
- School Transition Coordinator
- Self-Directed-Services:
  - Support Broker
  - Fiscal Management Agency
Authorization of Services

• Eligible is different than funded for services

• Based on availability of funding, people may move from waiting list to approval for services by meeting the criteria for:
  
  ✓ Transitioning Youth
  ✓ Crisis Resolution
  ✓ Waiting List Equity
  ✓ Money Follows the Person
Accessing Services

• **Waiting List/Crisis Resolution (WL/CR)**
  - Highest priority for funding when allocated
  - Homeless; temporary housing; at risk of harm

• **Waiting List Equity Fund (WLEF)**
  - Funded with savings by people leaving institutional settings
  - Community-based services based on accrual appropriation
  - Serve people in crisis and not in crises
  - Greatest consideration given to age of caregiver

• **Money Follows the Person (MFP)**
  - DD-eligible persons in institutional settings to move into community-based services
  - Same process as WL/CR; different funding and criteria

• **Transitioning Youth (TY)**
  - Governor’s Transitioning Youth Initiative
  - Annual legislative allocation to support employment/day services for eligible students exiting school at age 21
Transitioning Youth

- Employment Discovery & Customization
- Supported Employment
- Day Habilitation
- Medical Day Care
- Community Learning Service
- Self-Directed Options*
Timeline for Transitioning Youth

• **Age 14-16**
  - DDA services/eligibility

• **Age 18**
  - Apply for SSI and MA - required for DDA funding
  - Apply for paratransit service

• **2 Years Before Exit**
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• **Final Year of School**
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  - Mar – Complete the Waiver enrollment process
Funding for Services is Available - Traditional

1. CCS notifies person and family/caregivers
2. Determine SDS or traditional service model
3. Waiver enrollment initiated
4. Explore service provider options

5. CCS request SFP from provider
6. Complete provider selection process
7. Matrix assessment requested

8. Waiver enrollment notice
   - DDA to CCS
   - EDD to Individual & Family
   If not eligible for Waiver, process stops here

9. Provider submits SFP to DDA
10. DDA issues Award Letter
11. Start services on date per Letter
    - Must begin within 30 days of authorized per Letter
12. Planning meeting within 30 days of start
Funding for Services is Available - Self Directed

1. CCS notifies person and family/caregivers
2. Waiver enrollment initiated
3. Waiver enrollment notice:
   - DDA to CCS
   - EDD to Individual/Family
4. Matrix assessment requested
   - Not eligible - process stops here
5. CCS completes HRST
6. Person and CCS complete plan and budget
7. CCS helps with SB selection process
8. DDA issues “Okay to Plan” Letter
9. CCS submits IP, budget, and HRST to DDA
10. DDA issues Award Letter and services commence
What families should know:
A parent’s perspective

Robb Doub
*Parent of three children, one with a developmental disability*
“Thanks to funding provided by the legislature in FY 16 for those on the Crisis Resolution Waiting List, we finally have support to keep Robb safe, to work in high gear to strengthen his self-management and communication; and to encourage his maturity into an independent young man who can contribute to society with dignity. With supports in place for Robb—and his own enthusiasm and determination—we can’t wait to see his success.” --Robb and Siri Lise Doub
Robb is... an enthusiastic guy

an athlete

a swimmer

an awesome brother

an enthusiastic guy
Developmental Disabilities
Administration Appeals
DDA Medicaid Waiver Rights

(Some) Rights of people receiving home and community based Medicaid waiver services

- Person centered planning
- All necessary services with reasonable promptness
- Choice of all available providers
- Written notice of DDA action including reasons
- Appeal/Medicaid Fair Hearing
Person Centered Planning and Services

- Your services are planned by your team
- Your team needs to show why you need the services
- You are entitled to receive services you need
You are entitled to a Medicaid Fair Hearing if:

- DDA denies you are eligible
- DDA places you in the wrong priority category
- DDA denies your request for services
- DDA terminates or reduces your services
When DDA denies eligibility or a request for services, DDA is required to:

- Provide written notice
- Provide reasons
- Explain how you can appeal
- Allow you to continue receiving services pending the outcome of a hearing
- Explain your Medicaid Fair Hearing rights
DDA usually gives you three choices:

- Ask DDA to reconsider its decision
- Have a Case Resolution Conference
- Have a Medicaid Fair Hearing before an administrative law judge

You may have a Case Resolution Conference AND a Hearing. If you ask for a reconsideration you will get a new decision from DDA with appeal rights.
Help with Appeals

People, including your Coordinator of Community Services, can help you request a reconsideration, case resolution conference or an appeal or do this on your behalf.

You may contact DRM to ask who can be an “authorized representative” or see COMAR 10.01.04.12.
Reconsideration

DDA will reconsider its decision if you provide new information.

Example:

When you asked for temporary nursing supports your doctor did not write a strong letter of support. After DDA denied the request, you persuaded your doctor to write a better letter that explains your needs.
Case Resolution Conference

(Remember, you can also ask for a Medicaid Fair Hearing)

- You can expect to meet with DDA regional office staff and headquarters staff with no DDA attorney present
- You have an opportunity to explain why DDA made the wrong decision
- Sometimes case resolution conferences are successful
Medicaid Fair Hearings – Representation

- DDA may have an attorney
- You should have an attorney if possible.
- Other people, but not your CCS, may represent you.
Before the Medicaid Fair Hearing

- You may ask for accommodations
- You may ask to change the hearing location
- It is very difficult to change the date of the hearing after the hearing date is set
- You may ask that witnesses be allowed to testify by telephone
- You may ask to see all DDA records it intends to use at the hearing and for a list of all of its witnesses
- DDA will provide you with a summary of its position
At the Medicaid Fair Hearing

- You may present evidence
- Evidence is usually documents and witnesses
- Witnesses can testify about facts or expert witnesses can give expert opinions
- Bring at least two extra copies of documents
Medicaid Fair Hearing Decision and Judicial Review

- You should receive a written hearing decision within 60 days after you filed the appeal.
- If you disagree with the decision you may go to the Board of Review or file a petition for Judicial Review in Circuit Court.
The Circuit Court will almost never find that an Administrative Law Judge’s findings of facts are incorrect.
For More Information

- Contact Disability Rights Maryland for advice in handling an appeal

- Intake: 410-727-6352 x0
How the DDA Waiting List is Funded

*Actions of the Governor & General Assembly*

Many needs in the state – but not enough money → PRIORITIES SET

- Governor submits budget to General Assembly – Funds priorities

- Funds for DDA earmarked for different purposes – fund ongoing services & serve new people

- Examples: Emergencies, Crises, Transitioning Youth, Request for Service Change, Rate Increase
How the DDA Waiting List is Funded - Continued

- Governor’s budget must be approved by the MD Senate & House of Delegates
- Only the Governor can put funding IN the state budget
- Budget Committees hold public hearings – Senate & House hearing focused on DDA
- General Assembly can agree or cut funding the Governor designated for specific purposes
- Negotiations between the Governor & General Assembly may result in the Governor adding funds for specific purposes = Supplemental Budget
- Supplemental Budget requests must also be approved by the General Assembly
How YOU can advocate for DDA Funding

• Influence is critical -- many competing priorities for limited funds
• Points of influence:
  • Governor: Summer- early fall develops budget; Submits budget in January
  • Legislators up until they approve budget
• Stay informed via list serves; Facebook, twitter – know when to act!
BE INVOLVED – Let YOUR Opinion be Known

*We are all responsible to act in ways that we can*

Many options:

- Email or call the Governor’s office
- Email, call and/or visit your legislators
- Attend DD Day at the Legislature: February 23rd (Hold the Date) 500+ advocates!!
- Attend budget hearings – power in numbers, submit stories/testimony, maybe testify
- Tell your story so policymakers know the impact of their budget decisions!

**None of us acts alone -- Stay informed---Act when you can!**
Q & A with Presenters

Submit questions via the questions panel
Emails provided below for more specific questions based on your unique circumstance.

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Joyce Sims
Resource Connections
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Robb Doub
Parent

Nancy Pineles
Disability Rights Maryland
nancyp@disabilityrightsmd.org
More Information

Maryland Developmental Disabilities Administration

Disability Rights Maryland
http://disabilityrightsmd.org/

The Arc Maryland
http://thearcmd.org/

Maryland Developmental Disabilities Council
http://www.md-council.org/

Resource Connections Inc – Resources
http://resconnect.org/connections
Presenter Bios

Joyce Sims has been the Executive Director for Resource Connections Inc. since 2010, having served as Program Director for the prior 4 years. With over 30 years in human services, she has performed in various capacities starting out in direct support then moving to program management and quality assurance in provider services, before moving to Coordination of Community Services.

Robb Doub works for New Markets Venture Partners, an investment firm that works with education companies helping develop product and services that improve the education system and help more students complete college and find meaningful employment. Robb graduated from the University of Vermont, with a major in History, and received an MBA with Honors from the Georgetown University. Robb is married with three children, one with a developmental disability, and lives in Baltimore County.

Nancy Pineles worked for Maryland Disability Law Center (MDLC) since 2001 and Managing Attorney for MDLC’s Developmental Disabilities Unit since 2006. The DD Unit helped advance the civil rights of people with intellectual and developmental disabilities to live integrated in their communities with appropriate support services through individual and systemic advocacy. Prior to working at MDLC, Ms. Pineles worked at the Legal Aid Bureau of Maryland, representing children in foster care and seniors; and was employed by the Federal Trade Commission to litigate consumer fraud cases.