2015 Graduates Aging Out of the School System:
Steps to Accessing Services/Supports from the Division of Developmental Disabilities (DDD)
This timeline applies to students who have exhausted their educational entitlement by turning 21 years of age within the 2014/2015 school year

DECEMBER 2014 – JANUARY 2015

√ Ensure you are eligible for DDD
If you have not already been deemed eligible for DDD, contact the Intake/Intensive Unit within your DDD Community Services Office or start the application process through the DDD website at:
www.nj.gov/humanservices/ddd/services/apply/index.html

Contact information for the DDD Community Services Offices is available at:
www.nj.gov/humanservices/ddd/staff/cso

√ Ensure you are eligible for Medicaid
Information on Medicaid eligibility as it relates to DDD is available at:
www.nj.gov/humanservices/ddd/services/medicaideligibility.html

If you need assistance with applying for Medicaid or have not been able to become eligible, complete the Medicaid Eligibility Troubleshooting Form available on the website provided above and send it to:
DDD.MediElighelpdesk@dhs.state.nj.us

Questions can be directed to the DDD Medicaid eligibility help desk at:
DDD.MediElighelpdesk@dhs.state.nj.us

√ Complete the NJ Comprehensive Assessment Tool (NJ CAT)
Contact the Intake/Intensive Unit within your DDD Community Services Office to request access to complete the NJ CAT through the online survey or via phone call. Contact information for the DDD Community Services Offices is available at: www.nj.gov/humanservices/ddd/staff/cso

ONGOING: DECEMBER 2014 – JUNE 2015

√ Participate in activities offered through the *Planning for Adult Life* project
Visit www.PlanningforAdultLife.org for details about training sessions, resource materials, webinars, student groups, and parent groups covering topics for students with intellectual and developmental disabilities between the ages of 16-21 and their families. Topics covered through this project include but are not limited to employment/post-secondary education, housing, self-direction, self-advocacy/awareness, legal/financial planning, health/behavioral health, building/maintaining community ties, and friendships.

√ Identify the student's vision for work and life and what supports he/she may need through Person-Centered Planning

You can use DDD's Person-Centered Planning Tool (PCPT) available at:
www.nj.gov/humanservices/ddd/documents/person_centered_planning_tool.doc to help get you started.

√ Research service providers

A list of DDD approved Support Coordination Agencies is available under "Additional Information" at:
www.nj.gov/humanservices/ddd/programs/supportsprgm.html

Information about service providers in your area can be obtained by attending provider fairs offered throughout the state and through DDD's Planning for Adult Life project, your DDD Community Services Office, the "Search Providers" database link at www.nj.gov/humanservices/ddd/programs/sppp.html and/or through your Support Coordination Agency.

FEBRUARY/MARCH 2015

√ Complete and submit the *Support Coordination Agency Selection Form*

This form will be provided through the Interim/Intensive Unit within your DDD Community Services Office or is available under "Additional Information" at:
www.nj.gov/humanservices/ddd/programs/supportsprgm.html

DDD will process these forms to confirm DDD and Medicaid eligibility and completion of the NJ CAT, but the Support Coordination Agency will not be assigned until April 2015.

A list of currently approved Support Coordination Agencies is available under "Additional Information" at:
www.nj.gov/humanservices/ddd/programs/supportsprgm.html

APRIL 2015

√ DDD Assigns the Support Coordination Agency

DDD will assign Support Coordination Agencies based on your indicated preference. If you do not have a preference, indicate that on the Support Coordination Agency Selection Form and one will be auto assigned for you.

Once assigned, Support Coordination Agencies can receive DDD funding to attend exit IEP and/or transition related meetings at the school and begin developing the Individualized Service Plan (ISP)

APRIL – JUNE 2015

√ Develop DDD's *Individualized Service Plan* (ISP)

The Support Coordinator will be responsible for writing the ISP, with guidance from the planning team (individual, support coordinator, family, providers, etc.), through the Person-Centered Planning process and information gathered from the NJ CAT.

The ISP should be completed and approved prior to exiting the school system in order for services/supports to be available upon graduation