



Cherokee, Crawford, Labette & Montgomery Counties

Application guidelines for (I/DD) Intellectual/Developmental Disability Waiver Eligibility Determination

Thank you for your interest in applying for services. **Currently there is a waiting list for I/DD Waiver funding for these services.**

All paperwork must be completed in full and returned in 30 working days from the date received.
Documents will be returned if not completed in full.

Qualifications for the I/DD waiver include having an intellectual disability that was diagnosed **before** the age of 18 or a developmental disability diagnosed **before** the age of 22. To be diagnosed with an intellectual disability, an individual must be evaluated by a person trained and licensed to make such a diagnosis. This would include a psychological evaluation with a Full-Scale IQ and a DSM-5 of Intellectual Disability and can be completed by your local mental health provider. **Psychological evaluation completed by a school psychologist are not excepted unless the person is a licensed psychologist.**

For a developmental disability such as Autism (Autism must include testing), Cerebral Palsy, TBI etc., documentation from medical professional who made the diagnosis **before** the age of 22. A developmental disability may require the Eligibility Coordinator to complete an Eligibility Determination Instrument assessment and the person must have at least 3 functional limitations to qualify for the I/DD waiver.

It is the applicant's responsibility to ensure that the following documents are delivered to the CDDO of SEK. It can be mailed to P.O. Box 1061 Parsons KS, 67357 or P.O. Box 187 Columbus KS, 66725. Attention CDDO Eligibility Coordinator.

Faxed to 620-717-4168 or 620-414-1018 attention CDDO Eligibility Coordinator.

Hand delivered to 1200 Merle Evans Drive Columbus KS, attention CDDO Eligibility Coordinator.

Scanned and emailed to lori.hinman@cddosek.org or info@cddosek.org

- **Eligibility Application-completed in full and signed. (Included in packet)**
- **Copy of Social Security Card**
- **Copy of Birth Certificate (<http://www.vitalrec.com>)**
- **Copy of Adoption Papers (if applicable)**
- **Copy of Guardianship Papers (if applicable)**
- **Copy of Military DD 214 form, TriCare verification, & proof of KS residence (if applicable)**
- **Copy of KanCare Medicaid Card (if applicable)**
- **Releases of Information that authorize the CDDO to exchange information with medical professional that can provide eligibility information if needed medical documentation is not enclosed. Release of Information must be completed in full. (Included in packet)**
- **Receipt Page for (HIPAA) privacy Policies-completed and signed. (Included in packet)**

After all the information is received you will be contacted about determination of eligibility. (Allow up to 30 days to process your application).

Please contact Lori Hinman at 620-605-1383 if you have any questions or need assistance in completing the application.