

Cathy Cooper
Authorized Signature

Number: SPD-AR-11-008
Issue Date: 1/27/2011

Topic: Developmental Disabilities

Due Date:

Subject: New Plans for Long Term Supports for Children (DD151)

Applies to (check all that apply):

- | | |
|----------------------------------------------------------------|------------------------------------------------------------------------------------------|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Seniors and People with Disabilities |
| <input checked="" type="checkbox"/> County DD Program Managers | <input checked="" type="checkbox"/> Other (please specify): Regional Crisis Coordinators |

Action Required:

All new DD151 plans are now to be submitted to SPD for review and approval. Individuals will generally be accepted on a first come, first served basis, based on the date of submission of the plan to SPD. SPD will generate a waiting list for new plans, with individuals being accepted as funds allow. CDDPs are to submit new plans according to the process outlined below.

1. CDDP's are to collaborate with the regional crisis office regarding possible resources, problem solving and development of the DD151 plan.
2. The CDDP must confirm to SPD that the individual meets crisis criteria, as indicated by approval by the regional crisis office, and is opened in crisis.
3. Plans should continue to be developed and based on need, not as "entitlement to \$1,000 per month.
4. In working with the family to develop the plan, no assurance should be given that the plan will be funded.
5. New DD151 plans should be submitted care of May Martin via email: May.Martin@state.or.us, or fax: 503-373-7274.
6. Documents to submit include the Child Annual Plan, "Request for Funding or Renewal" form, and Budget sheets.
7. At the point at which a child's DD 151 plan is approved for implementation, SPD will notify the CDDP directly.
8. Upon notification of approval, the CDDP will be asked to submit a CARF.

Reason for Action: Policy Transmittal 100045, dated 12-17-2010 stated: “All DD151 (Long Term Support for Children) plans must be submitted for review and approval by SPD prior to implementation of any new or renewed annual plans.” This AR outlines the process for submitting new plans for review and approval.

Field/Stakeholder review: Yes No

If yes, reviewed by:

If you have any questions about this action request, contact:

Contact(s):	Bruce Baker May Martin		
Phone:	Bruce, 503-945-9800 May, 503-947-2318	Fax:	
E-mail:	bruce.m.baker@state.or.us may.martin@state.or.us		