

Seniors and People with Disabilities

DeAnna Hartwig

Authorized Signature

Number: SPD-IM-10-071

Issue Date: 9/16/2010

Topic: Developmental Disabilities

Subject: Submission of adult eligibility and waiver application documentation required

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): CDDP Services Coordinators; SPD DD Regional Coordinators; |

Message: This transmittal serves as a reminder to all CDDP staff that they must submit updated DHS 0337 and TXIX Waiver forms to SPD for ALL children turning 18 (or 21 years old as applicable), to document the individual's eligibility status and waiver application as an adult. This requirement and specific process is set forth in the [SPD Policy Transmittal 10-011 "DD Service Eligibility System Coding for Children"](#).

Failure to submit this documentation as required may result in delay in service authorizations and provider payments, as well as CMS funding errors.

If you have any questions about this information, contact:

Contact(s):	Leatha Krehoff, Manager DD Systems Coordination & Provider Technical Support Unit	
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