

# Developmental Disabilities Support Division (DDSD)

## *Intake and Eligibility Bureau Fact Sheet*



### What are the Home and Community-Based Services (HCBS) Waivers?

DDSD provides HCBS waivers, including Developmental Disabilities (DD) and Mi Via Waivers, to help individuals with intellectual and developmental disabilities live successfully in their community, become more independent, and reach their personal goals.

#### Who is eligible?

Individuals with intellectual and developmental disabilities who meet the definition of developmental disability in accordance with New Mexico Administrative Code (NMAC) 8.290.400 are eligible for HCBS Waivers. In general, to match the definition of a developmental disability the individual must:

- have an **Intellectual Disability**, onset by age 18 *or*
- a **related condition** (examples: Cerebral Palsy, Autism Spectrum Disorder, Down Syndrome, Epilepsy) that began prior to age 22 and is likely to continue indefinitely; with IQ or adaptive behaviors similar to someone with ID; *and* have **substantial functional limitations** in at least 3 areas of major life activity.

#### How to apply

The first step in the process is to complete the Home & Community Based Waiver Application Packet which is available on-line at <https://www.nmhealth.org/about/ddsd/> or from your local DDSD office.

The date the application is received by DDSD is your Central Registry application date (formerly called the registration date). You will receive an offer based on that application date.

After the regional DDSD office receives the application and supporting documentation, the eligibility worker assigned to your case will contact you and let you know whether the information is complete, and they can determine whether the individual meets the DD criteria or if additional information is needed.

If you are eligible, you will receive a “Yes Match” letter indicating your name is on the Wait List for services based on your application date.

#### DD Waiver Wait List

The Wait List is a list of people who have been determined to meet the definition of developmental disability and are waiting for an allocation to the waivers. People are taken off the waiting list by application date when funding becomes available.

#### Services are available while on the Wait List

While you are on the Wait List, there may be other services available, including State General Funds (SGF), Centennial Care Community Benefits, and other community resources:

##### 1. State General Funds

State General Funds, or SGF, are a limited number of services and supports available to individuals who have completed the eligibility process and are on the Wait List for services. To find out more information and what services are available, contact your State General Funds Liaison at your regional office.

##### 2. Centennial Care Community Benefits

If you receive Medicaid, you may be eligible for Centennial Care Community Benefits. Contact your Managed Care Organizations (MCO) for more information.

#### Allocations

When funding is made available, you will be mailed a Letter of Interest and the Primary Freedom of Choice (PFOC). The letter will be mailed to the address DDSD has listed in the Central Registry, so it is critical that you contact your eligibility worker on a regular basis to ensure your contact information is current.