

# DDD Eligibility Redetermination

## What is “DDD Eligibility Redetermination?”

Eligibility Redetermination is a process used by DDD to look at the information we have about you to decide if you are still eligible to be a member of DDD.

### When Does DDD Eligibility Redetermination Happen?

- Prior to a child’s 6th birthday;
- At 18 years of age

We may also redetermine eligibility at any time at the request of our Assistant Director or designee (*per Arizona Administrative Code R6-6-503.*)

### What Can I Expect During the DDD Redetermination Process?

Typically, if we have documentation that meets ALL the requirements for eligibility for people who are 6 years and older than we do not require additional documentation. We may ask you for more documentation to support a qualifying diagnosis if your records are not clear.

#### Redetermination prior to the 6th birthday:

- Does not require a new application.
- May require additional information supporting a DDD qualifying diagnosis or presence of significant functional limitations. This may happen when your eligibility was in the “At Risk” category under the age of 6 and your records are not clear that you have a qualifying diagnosis.

#### Redetermination at 18 years old:

- Requires a new application signed by you or your legal representative.
- May require additional information to show that you still have significant functional limitations.
- May require more information if your records are not clear.

### What Can I Do to Help DDD Make an Informed Decision?

You or your Legal Representative and your Support Coordinator will talk about the process at least 6 months prior to the redetermination. You might be asked to provide additional documents to show you have significant functional limitations, such as:

- Your Multidisciplinary Evaluation Team (MET) and Individualized Education Plan (IEP) records
- Your current medical, behavioral and/or psychological records and evaluations
- Additional acceptable documentation is listed on the DDD form DDD-0640A. We can provide you a copy of this form or print a copy from <https://des.az.gov/documents-center>.

### What Can I do if I Am Asked for More Documentation and I Don’t Think it is Needed?

If you have concerns about what we ask you to give us, please ask to speak to a Unit Supervisor. If you still have concerns after speaking to the Unit Supervisor you may contact Customer Service at 844-770-9500.

### Where Can I Get More Information?

For more specific eligibility information please refer to the Division Eligibility Manual at <https://des.az.gov/home/division-eligibility-manual> or contact your Support Coordinator.

### Where Do I Send My Requested Documents?

Send all requested and updated supporting documents to your assigned support coordinator/case manager. If you need assistance finding this information, please contact the customer service center or email [dddcustomerservicecenter@azdes.gov](mailto:dddcustomerservicecenter@azdes.gov).