

## **600 RE-DETERMINATION OF ELIGIBILITY**

REVISION DATE: 4/17/2015

EFFECTIVE DATE: January 15, 1996

REFERENCES: A.A.C. R6-6-301(E).

Re-evaluation of eligibility shall be made prior to age 6. The Support Coordinator will ensure the Division file contains all current assessment and evaluation records and will forward the file to the Division Staff designated to complete eligibility determinations/re-determinations for the district/area. That staff will review these records to ensure the child continues to meet the eligibility requirements as outlined in this Policy Manual. A new application form is not required at age 6. The results of the re-evaluation will be documented in the Support Coordinator's progress notes and entered into Focus. If the re-evaluation indicates that the child is no longer eligible, a Notice of Intended Action as referenced in the Division Operations Manual shall be sent by certified mail, return receipt requested, to the responsible person.

Re-determination of eligibility shall also be made at age 18. The member/responsible person must sign an application form requesting continuation of services. The re-determination process shall follow the criteria and procedures outlined in this Policy Manual.

A re-evaluation or re-determination may also be required at any time. For a child under the age of 6, as new information such as therapy, developmental, or psychological evaluations or updated medical records indicate that a strongly demonstrated potential that the child is or will become developmentally disabled no longer exists, a re-evaluation of eligibility will be conducted.

Even though a person may at one time fully meet the Division's eligibility criteria, effective services may later reduce functional limitations to the extent they are no longer substantial. When in the opinion of the Division Assistant Director or designee, after a review pursuant to A.A.C. R6-6-301(E), it is necessary for a person to receive continued services to maintain skills or prevent regression; the person will remain eligible for services.