



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona



Division of Developmental Disabilities

Department of Economic Security - DES

Mission: The Arizona Department of Economic Security makes Arizona stronger by helping Arizonans reach their potential through temporary assistance for those in need, and care for the vulnerable.

True North: All Arizonans who qualify receive timely DES services and achieve their potential.

Divisions and Departments of DES:

- Developmental Disabilities (DDD)
- Aging & Adult Services (DAAS)
- Child Support Services (DCSS)
- Child Care (DCC)
- Arizona Early Intervention Program (AzEIP)
- Benefits & Medical Eligibility (DBME)
- Employment & Rehabilitation Services (DERS)
- Community Assistance & Development (DCAD)

DDD Mission Statement



The Division of Developmental Disabilities empowers individuals with developmental disabilities to lead self-directed, healthy, and meaningful lives.

DDD Program Eligibility

1. Applying member must be an Arizona resident
(*out of state applicants may apply if relocating/moving to Arizona within 30 days and have a residential Arizona address)
2. Have lawful status in the United States
3. Proof of eligible qualifying diagnosis
4. Proof of at least (3) of the (7) substantial functional limitations



Division of Developmental Disabilities - DDD

DDD provides supports and services to individuals diagnosed with developmental disabilities, such as

- Autism,
- Cerebral Palsy,
- Epilepsy,
- Cognitive/Intellectual Disability,
- Down Syndrome (added as a result of Legislation in 2022), or
- Children who are under the age of six and at risk of having a Developmental Disability.

DDD serves more than **48,000** Arizonans with developmental disabilities and their families each year.

DDD Functional Limitations Criteria

The disability must result in substantial functional limitations in three (3) or more of these (7) major life areas:

1. Self-care: Requires significant assistance in performing eating, hygiene, grooming, or health care skills or the time required to perform impacts ability to retain employment or conduct other ADLs.
2. Receptive and Expressive Language: Unable to communicate with others successfully without assistance (AAC; 3rd party).
3. Learning: Obtaining & processing of new information (attention factors, acquisition, storage & recovery) and unable to participate in age-appropriate activities without using additional resources.

DDD Functional Limitations Criteria Cont'

The disability must result in substantial functional limitations in three (3) or more of these (7) major life areas:

4. Mobility: Mechanical device or another person is required for movement from one place to another.
5. Self-Direction: Managing personal finances, protecting self-interest, or making independent decisions.
6. Capacity for Independent Living*: Safety or well-being requires daily assistance or supervision for health & housekeeping.
7. Economic Self-Sufficiency*: Unable to maintain regular employment or ability to earn income falls below poverty level.

* Applies to age 18 years and older

DDD Eligibility - Qualifying Diagnosis

AZ residents given one or more of the qualifying five (5) diagnoses, may qualify for DDD. The diagnosis must have manifested before age 18 and be likely to continue indefinitely.

- Autism Spectrum Disorder (ASD)
- Cerebral Palsy (CP)
- Epilepsy
- Intellectual/Cognitive Disability
- Down Syndrome (added as a result of Legislation in 2022)



Note: An exception applies to children from birth until 6 years old. Their eligibility is determined by one of these 3 areas:

1. They have one of the 5 qualifying diagnoses.
2. There is a strong demonstrated potential that the child has or will have one of the 5 qualifying diagnoses without early intervention services.
3. They have demonstrated a significant developmental delay in (1) or more areas of development:
 - Physical
 - Cognitive
 - Communication
 - Social Emotional
 - Self-Help

Once a child turns 6 years old, one of the 5 qualifying diagnosis listed is required for continued or initial enrollment in DDD.



Qualifying Diagnosis May Be Accepted From:

Diagnosis

Medical Professional

Autism:

Licensed Psychiatrist or Psychologist, Developmental Pediatrician, Child Neurologist with training in Autism

Intellectual Disability:

School Psychologist, Licensed Psychologist, Psychometrist working under a School/Licensed Psychologist

Epilepsy:

Licensed Physician or Neurologist

Cerebral Palsy:

Licensed Physician or Neurologist

Down Syndrome:

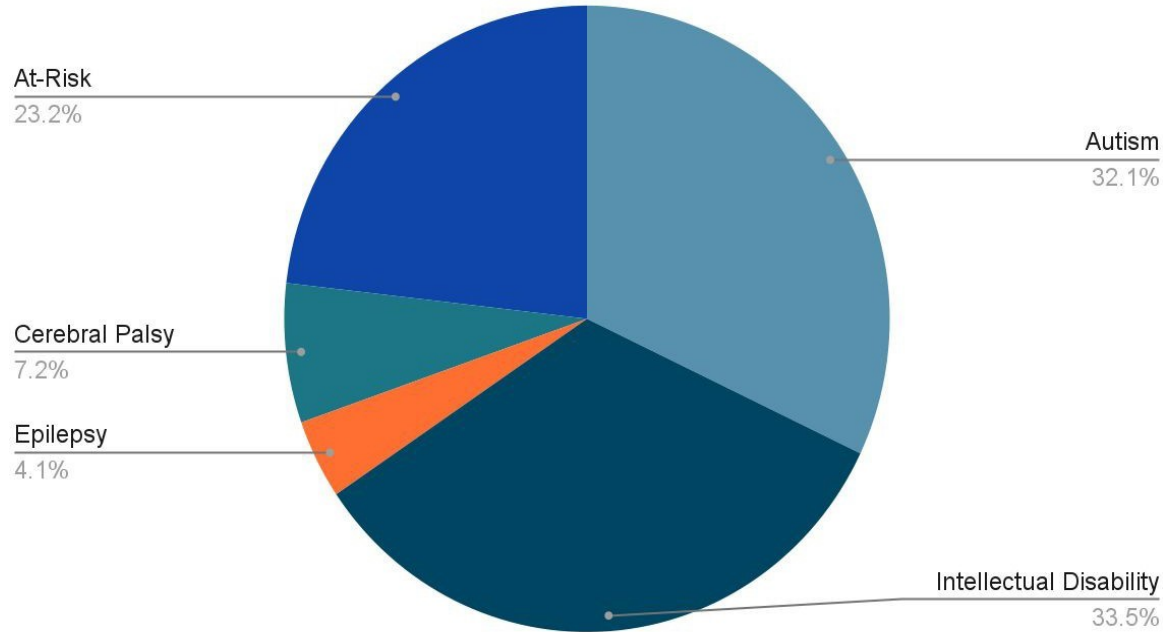
Licensed Primary Care Physician or Clinical Geneticist



DDD Membership: Primary Disability

Total Individuals Currently Served: 48,345

Membership Served by Diagnosis

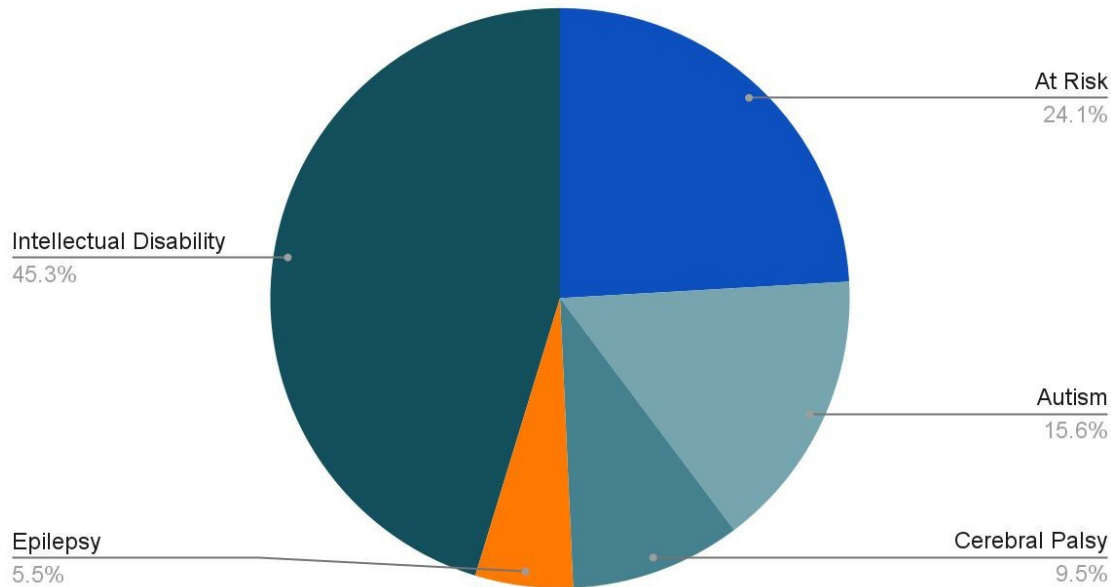


as of: August 2022

DDD Membership: Primary Disability 2

Total Tribal Members Currently Served: 2,275

Membership Served by Diagnosis



as of: October 2022

DES Arizona Early Intervention Program (AzEIP) - Referrals

Arizona's statewide system of early intervention services and supports for families of infants and toddlers, **birth to 36 months**, with disabilities or developmental delays

If you think an infant or toddler under age 3 is not meeting their developmental milestones, AzEIP can help find resources and support!

Refer the child to AzEIP:

- Online referral is fastest:
<https://azeip.azdes.gov/AzEIP/AzeipRef/Forms/Categories.aspx>
- Refer by phone: (888) 592-0140
- Refer by email: AzEIP.info@raisingpecialkids.org

ANYONE can make a referral!



DES Arizona Early Intervention Program (AzEIP)

After AzEIP Referral is Made

Within 45 days from date of referral the family can expect:

- Initial Call
- Initial Visit
- Eligibility Determination
 - If not eligible: referrals to other programs
 - If eligible: Assessment and creation of Individual and Family Service Plan (IFSP)
 - Outcomes, strategies, and services based on family's priorities and concerns.

No out-of-pocket costs to families!

DES Arizona Early Intervention Program (AzEIP) FAQs

Frequently Asked Questions

What types of services are available through AzEIP if eligible?

- Service Coordination (DDD or Contracted Provider)
- Developmental Special Instruction
- Occupational, Physical, and Speech Therapy

AzEIP Contact Information

Arizona Department of Economic Security
Arizona Early Intervention Program
1789 West Jefferson Street - Mail Drop 2HP1
Phoenix, Arizona 85007
Phone: (602) 532-9960 - **Fax:** (602) 200-9820
Email: Azeip@azdes.gov

DDD Eligibility Redetermination Requirements

Eligibility redetermination is required and completed prior to ages 6 years and 18 years:

- **Prior to a Member's Sixth Birthday** (within 30 days) - 6 years of age
If an individual was made eligible under the "At Risk" condition, they must have an accepted DDD diagnosis and exhibit at least (3) of substantial functional limitations to continue receiving services.
* Does NOT require a new DDD Application.
- **Prior to a Member's Eighteenth Birthday** - (18) years of age
Transition services into adulthood. *Requires a new DDD Application signed by Member or Legal Representative.

Additional Specific Eligibility Information: Division Eligibility Manual
<https://des.az.gov/sites/default/files/200-Requirements-for-Division-Eligibility.pdf>

DDD Application Required Documentation

What do I need to apply for DDD?

1. A signed DDD Application (DDD-2069A) for Eligibility Determination (Online):
<https://des.az.gov/services/disabilities/developmental-disabilities/determine-eligibility>
2. US birth certificate, US passport, or US citizenship/immigration document, or Certificate of Indian Blood (CIB) for applicant only
3. Health insurance card (if applicable)
4. Documentation showing a qualifying disability
5. Documentation showing legal responsibility (if applicable)

DDD-2069A FORM (03-20)
DDD 10754 Rev01

ARIZONA DEPARTMENT OF ECONOMIC SECURITY
Division of Developmental Disabilities

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APPLICATION FOR ELIGIBILITY DETERMINATION

HOW TO APPLY:

STEP 1) Complete the DDD Eligibility Checklist (DDD-1091A) for a complete packet guide

STEP 2) Complete and hand-sign pages 2, 3 & 4 of this application (DDD-1072A)

STEP 3) Gather documents that support one of the four qualifying diagnoses and substantial limitations (see DDD-1091A):

- ☐ Copy of U.S. birth certificate OR citizenship / Immigration (for: refugees, legal status, etc.)
- ☐ Written proof of Arizona residency showing the applicant's name and residential address (for: applicant's Arizona driver's license, Arizona identification card or Arizona motor vehicle registration; utility bill, lease, mortgage or rent receipt; certified copy of a school record; or signed employment statement from applicant's non-relative employer)
- ☐ Guardianship / Legal responsibility documents (if applicable)
- ☐ Copy of all medical insurance cards (front / back)
- ☐ Diagnosis evaluation / School report showing proof of the following condition. Check all that apply:
☐ Autism Spectrum Disorder ☐ Cerebral Palsy ☐ Intellectual (cognitive) Disability ☐ Epilepsy
- ☐ At Risk for one of them (if under the age of 6 only)

STEP 4) After reviewing the previous steps and what is required, are you ready to apply now? ☐ Yes ☐ No

If NO, please apply when you have a complete packet or call 1-844-770-9500 to speak with a DDD Eligibility Specialist. If YES, continue to submit your application and supporting documents by 1) email to DDDAPPLY@ades.gov; 2) Walk-in drop off and have the office send the completed application to DDDAPPLY@ades.gov.

Flagstaff Chandler Phoenix (Central) Phoenix (West) Tucson
DDDAPPLY@ades.gov DDDAPPLY@ades.gov DDDAPPLY@ades.gov DDDAPPLY@ades.gov DDDAPPLY@ades.gov

SECTION A. (Applicant Information)

Name: _____ Date of Birth: _____ Sex: ☐ Male ☐ Female
AHCSSA Number (if applicable): _____ Primary Language: _____
Home Address (No., Street): _____
City: _____ State: _____ ZIP Code: _____ Phone: _____
Ethnicity: _____ Tribe (if applicable): _____
Mailing Address (if applicable): _____
City: _____ State: _____ ZIP Code: _____
Do you want to register to vote? ☐ Yes ☐ No
Contact Preference: ☐ Phone ☐ Email ☐ Both

SECTION A.1

Professionals who can provide records for all qualifying disabilities:
• Licensed psychologist • Psychiatrist • Neurologist
• School psychologist • Pediatrician • Early intervention team
Professionals accepted vary by disability. Ask your eligibility specialist if you have questions.

Names and Contact Information	Type of Professional	Date of Evaluation

See page 3 for EOE/ADA disclosures

DDD Application Packet Submission

I am ready to submit the completed packet. Now what?

- Email completed and signed to DDDApply@azdes.gov; or
- Drop off in person during business hours at any of these DDD offices:

<u>City</u>	<u>Address</u>
Flagstaff	1701 N 4th Street, Flagstaff, AZ 86004
Chandler	125 E Elliot Road, Chandler, AZ 85225
Phoenix (Central)	11420 N 19th Ave, Phoenix, AZ 85209
Phoenix (West)	4622 W Indian School Road, Suite D-12 Phoenix, AZ 85031
Tucson	1455 S Alvernon Way, Tucson, AZ 85711

DDD Application Questions

What if I have questions before I apply?

Email questions to:

DDDApply@azdes.gov



Call the DDD

Customer Service Center at

844-770-9500, Option 1

(TTY/TDD 711)



After DDD Application

Newly eligible DDD members will be screened for referral to the Arizona Long Term Care System (ALTCS)

DDD and ALTCS are two separate state agencies and systems

DDD Membership: DD Only, Targeted (AHCCCS), Long Term Care (ALTCS)

Developmental Disability DD ONLY

Will receive as DDD Member:

- Support Coordination (Case Management)
- Person Centered Service Plan (PCSP) 180 days
- Community Resources
- Not Medically Eligible for ALTCS and not financially eligible for AHCCCS
- Responsible for own health insurance coverage

Targeted Support Coordination (TSC) AHCCCS

Will receive as DDD Member:

- Support Coordination
- PCSP (90, 180 or 365 days)
- Physical Health Care and Behavioral Health Care from 1 of 7 AHCCCS Complete Care Programs
- Community Resources
- Financially Eligible for AHCCCS, but not Medically Eligible for ALTCS

Long Term Care (LTC) ALTCS

Will receive as DDD Member:

- Support Coordination
- PCSP (90 days)
- Physical Health Care and Behavioral Health Care from 1 of 2 DDD Contracted Health Plans (Mercy Health Care or United Health Care), or the Tribal Health Program (THP)
- Receives Long Term Services and Supports based on assessed need and medical necessity

DDD Support Coordination

Support Coordinator (Case Manager) is Responsible for:

- Primary Contact for Questions, Supports, and Services
- Meet with Member and Family/Responsible Party at Scheduled Intervals:
- Long Term Care (LTC) 90 Days, Targeted (AHCCCS) 90, 180 Days or 365 Days if requested by Member, DD Only 180 Days
- Assists with the Completion of the Person-Centered Service Plan (PCSP)
- Explain Member Rights
- Assist in coordinating Services and Supports to Meet Needs



ALTCS Services

Respite, Attendant Care, Habilitation

Respite:

Service that provides short-term care and supervision consistent with the health needs of the person to supplement care to provide a safe living environment and/or to support or relieve caregivers for the benefit of the person. Assessed based on need for up to (600) hours per service year.

Attendant Care:

Service that provides a qualified individual to supply needed services in order for an individual to remain in his/her home and/or participate in work/community activities.

Habilitation:

Services designed to assist Division members in acquiring, retaining and improving the self-help, socialization and adaptive skills necessary to reside successfully in home and community based settings.

ALTCS Services

Available Therapies upon Assessment & Approval

Occupational: Aids in the development of fine motor skills and coping strategies for sensory stressors.

Physical: Aids in the development of gross motor skills to assist the individual in mobility and daily living. *Reverts to DDD Health Plan on 21st Birthday

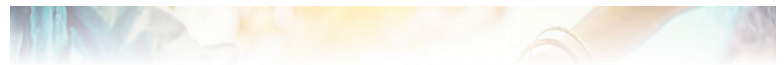
Speech: Aids in the development of functional movement and speech development to assist in communication skills development, non-speaking or otherwise.

Additional Community Resources Available

Service Coordinators will share community-based organizations as resources to support the member/family as assessed and needed.

These include:

- Raising Special Kids (RSK)*
- Ability 360
- The Arc
- Arizona Statewide Independent Living Council
- Arizona Autism Coalition
- Strong Families AZ
- Pilot Parents of Southern Arizona
- First Things First: Family Resource Center
- Southwest Human Development
- Mentally Ill Kids in Distress (MIKID)



Office of Individual and Family Affairs - OIFA

- Customer Service Center/Provider Relations
- Advocacy/Behavioral Health Advocacy
- OCE - DDD Community Engagement
- Benefits Coordination
- Affordable Housing Program
- Department of Child Safety/Foster Care
- Justice Reach-In Care Coordination
- Independent Oversight Committee Liaison
- Tribal Community Engagement
- Communications/Public Information
- Bachelors or Masters of Social Work Internship



DDD Customer Service Center (CSC)

Assists DDD members & potential members with a variety of questions, concerns and resources

Customer Service Center

1-844-770-9500 option 1

DDDCustomerServiceCenter@azdes.gov



DDD Presentation and Event Requests

Annette Yazzie

DDD Tribal Liaison

DES Office of Tribal Relations

annetteyazzie@azdes.gov 480-904-3965

Jocelyn Beard

Tribal Liaison Manager

DES Office of Tribal Relations

jbeard@azdes.gov 480-431-5473



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Thank you!