

## DIVISION OF DEVELOPMENTAL DISABILITIES

## Sent on Behalf of DES/DDD Eligibility

Please do not reply to this message

**TRANSMITTAL DATE:** January 30, 2017

**TOPIC**: Division of Developmental Disabilities (DDD) Eligibility - Updated DDD Web Referral Form

## Target Audience - All Qualified Vendors, DDD Colleagues, and Involved Community Members

The DDD Web Referral is the preferred way for DDD to receive referrals from individuals applying for DDD eligibility.

The Web Referral has now been revised to:

- Be more legible without having to "zoom" to read the text;
- Capture the referrer's information so that DDD may contact the referral source when more information is needed;
- Be printed prior to submitting, if desired;
- Provide the referrer an email confirmation that the referral was received, if an email address was provided.

Referrals may be submitted for potential applicants by any involved community member, for example: physicians, teachers, medical staff, or neighbors. DDD uses the contact information provided in the referral to reach the potential applicant or legally responsible person to provide information about DDD and assist with application, as appropriate.

The DDD Referral form can be located here:

https://ddd.azdes.gov/dddeligibilityrequest/EligibilityRequirements.cshtml

Questions related to this communication may be sent to <a href="DDDProdSupport@azdes.gov">DDDProdSupport@azdes.gov</a>

Thank you!