



Getting Started with Summit DD:

Your Guide to the Eligibility Process

What is Intake and Eligibility?

Your journey with Summit County Developmental Disabilities Board, or Summit DD, begins with our Intake and Eligibility department. Eligibility criteria is governed by Ohio Revised Code, but our knowledgeable staff are here to help. Whether you are looking for services for your child, a family member or supports for yourself, we are here to assist you through the eligibility determination process.

To begin the process, the Summit DD Intake department must receive a referral. We can accept referrals for individuals three and older. (For information about referring children under the age of three, please see the section titled "Ages 0 through 2" under *Criteria for Eligibility*.) After a referral is made, our staff will work with you to obtain the consent required to access medical and educational records or other information and evaluations needed to continue the eligibility process.

Who can make a referral?

Referrals can be made by individuals, parents, physicians, teachers or anyone who believes that a person residing in Summit County may benefit from and qualify for services from Summit DD. The Agency then gets consent from the individual, parent or guardian to begin the eligibility process.

What is the criteria for eligibility?

Eligibility for services is based on a number of factors and evaluations that are specific to a person's age.

Ages 0 through 2

All referrals for children under the age of three are made through Ohio (Part C) Early Intervention (Help Me Grow). Summit DD works in partnership with Ohio Early Intervention to provide developmental evaluations for children who have a suspected delay or who have a medical condition which has a high probability of resulting in a developmental delay.

To learn more about Early Intervention or to contact Help Me Grow for a referral, visit SummitDD.org/EI

Ages 3 through 5

Children, ages three to five, are eligible for support if they have an Educational Team Report

(ETR) and an Individual Education Plan (IEP).

For additional information about supports for children, please visit SummitDD.org/Kids

Ages 6 through 15

Children, ages six to 15, are eligible for Summit DD services if they have a documented history of a life-long developmental disability and significant functional limitations in at least three areas of the Children's Ohio Eligibility Determination Instrument (COEDI).

For additional information about supports for school-age children, please visit SummitDD.org/Kids

Ages 16 and over

Individuals, age 16 and older, are eligible for Summit DD services if they have a documented developmental disability prior to age 22, significant functional limitations in at least three of seven life areas on the Ohio Eligibility Determination Instrument (OEDI), or other approved evaluation assessments.

For additional information about supports for transition-age teens and adults, please visit SummitDD.org/Adults

Which documents will I need for eligibility determination/re-determination?

New referral

- Current medical evaluation (within six months)
- Copy of your Social Security card
- Copy of your birth certificate
- Proof of Medicaid eligibility and your Medicaid insurance card

Re-determination

- Current medical evaluation (within six months)
- Proof of Medicaid eligibility and your Medicaid insurance card

What is re-determination and why is it necessary?

Re-determination of eligibility for services is needed at a number of stages throughout a person's life. This happens as at ages three, six, 16 or at any point that there is a significant

change in a person's abilities, related to their disability, occurs. Criteria differs for each age group, along with the evaluation tools used to assess an individual's limitations, therefore re-determination is necessary throughout a person's childhood and adolescence.

Summit DD reserves the right to reassess eligibility if there is a significant change in diagnoses, impairment or skill has occurred. If Summit DD chooses to reassess your eligibility, your SSA/RSS will discuss the decision with you and your team, and assist you throughout the process.

What happens next?

If you or your child is found eligible you be assigned an (SSA) Service and Support administrator or an (RSS) Referral and Support Specialist. One of these staff will assist you or your child with your current needs and future planning.

If you or your child are not found eligible for services, our team will continue to work with you and help identify other community resources that may be available to you. You also have the right to due process to appeal the decision if services are reduced, denied or terminated.

Find the detailed description of the Administrative Resolution of Complaints process from the Ohio Department of Developmental Disabilities (DODD) on our website. Visit SummitDD.org/Due-Process



Questions?

Check out our Frequently Asked Questions about eligibility at SummitDD.org/Eligibility or contact Summit DD to speak with our Eligibility department at 330-634-8676.





89 E. Howe Road
Tallmadge, OH 44278

SummitDD.org

330-634-8000

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