

## HOLMES COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

### ELIGIBILITY FOR COUNTY BOARD SERVICES POLICY

**Purpose:** The purpose of this policy is to set forth criteria for determining eligibility for Holmes County Board of Developmental Disability services.

**Policy:** Individuals who meet eligibility criteria may receive services from the Holmes County Board of Developmental Disabilities.

- A. A person is eligible for services when these 6 criteria are met:
  - 1. Individual resides in Holmes County.
  - 2. They have a developmental disability that is caused by mental or physical impairment or a combination of mental and physical impairment, other than a sole diagnosis of mental illness.
  - 3. The disability is manifested before age twenty-two.
  - 4. It is likely to continue indefinitely.
  - 5. Disability results in age specific functional limitation:
    - a. Person birth through age 2: at least one developmental delay or a diagnosed physical or mental condition that has a high probability of resulting in a developmental delay.
    - b. Person 3 through age 5: at least 2 developmental delays or
    - c. Person 6 or older: a substantial functional limitation in at least 3 of the following areas of major life activity: self-care, receptive and expressive language, learning, mobility, self-direction, capacity for independent living, and if the person is age 16 or older, capacity for economic self-sufficiency.
  - 6. It causes the person to need a combination and sequence of special, interdisciplinary, or other type of care, treatment or provision, of services for an extended period of time that is individually planned and coordinated for the person.
- B. Determining functional limitation:
  - 1. For persons birth through age 2: the eligibility report completed by the early intervention system shall be used for eligibility determination.
  - 2. For persons 3-5, the evaluation completed by or for the school district for preschool special education may be used for eligibility determination. Family must also provide supporting evidence of the child's qualifying disability.
  - 3. For persons 6 through age 15, Ohio Department of Developmental Disabilities Children's/Ohio Eligibility Determination Instrument (C/OEDI) is completed. The assessment must find that the child has a minimum of 3 functional limitations. Family must also provide evidence of child's qualifying disability by presenting a psychological and/or medical evaluation, current within one year.
  - 4. For persons 16 years of age and older, Ohio Department of Developmental Disabilities Ohio Eligibility Determination Instrument (OEDI) is completed. The assessment must find that the individual has a minimum of 3 functional limitations. Family/individual must also provide evidence of individual's qualifying disability by presenting a psychological and/or medical evaluation, current within one year.

C. Intake process

1. Eligibility determination shall be completed by County Board staff and/or MEORC staff.
2. Eligibility determination shall be completed within 45 days after all necessary information has been received.
3. Individuals shall be notified in writing of the outcome of eligibility determination.
4. County Board shall maintain documents used to determine eligibility for services of all who apply after July 1, 1991, whether or not the person was found eligible. Information on individuals found to not be eligible shall be maintained for 5 years after determination was made.
5. When individuals previously determined eligible in another county move into Holmes County, if on a Medicaid Waiver, will not be reassessed for eligibility purposes. If not on a Medicaid Waiver, the individual will be reviewed and determined if further evaluation is necessary.
6. All individuals found ineligible for county board services will be referred, with their consent, to other agencies or sources of services.
7. All individuals found ineligible for county board services shall be informed of the reason they are not eligible and will be notified of the process for resolution of complaints and how to appeal adverse actions.
8. Individuals previously determined eligible shall be reassessed for eligibility when they become 6 years old and 16 years old.

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