



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Behavioral Healthcare, Developmental Disabilities and Hospitals

DIVISION OF DEVELOPMENTAL DISABILITIES

6 Harrington Road – Simpson Hall

Cranston, RI 02920-3080

TEL: (401) 462-3421 – FAX: (401) 462-2775

Greetings,

Welcome to an introduction to adult services for transition age youth! In Rhode Island, transition planning occurs between the ages of 14 – 22 for students who have been diagnosed with an Intellectual or Developmental Disability that indicates support services into adulthood may be needed. In your hands is a packet of information to introduce you to adult services and help you and your child plan for their future.

Creating a foundation of person-centered support focusing on your child's hopes, needs and dreams as they transition to adulthood is important. We understand adult service is new to families and there are many questions regarding steps to be taken and services available. The Department of Behavioral Healthcare, Developmental Disabilities and Hospitals (BHDDH/DDD) may be able to provide your child an array of service options if they meet the eligibility and Medicaid criteria.

DDD, in collaboration with Rhode Island Parent Information Network (RIPIN), has created this folder to provide information that may be of assistance to you and your child during these transition years. The documents contain information that will introduce you to adult service and may help you create a plan of action to strengthen your child's transition to adulthood.

RIPIN holds information sessions, peer to peer support and education regarding navigating adult services to assist parents and transitioning youth in developing a plan for their future. The RIPIN brochure is included in this packet; please feel free to contact them at 270-0101. Staff within DDD are also available to answer any questions you may have. Please call 462-3421 or email Transition@bhddh.ri.gov for assistance. To reach the Administrator directly, please call 462-2519 or email susan.hayward@bhddh.ri.gov

Thank you for taking the time to review this folder. By doing so you are taking an important step in helping your child build a strong and successful future.

Sincerely,

Susan Hayward, MSW, LCSW
Administrator, Transition Services

What Supports Are Available through your DD Provider?

- **Support Coordination**
- **Supported Employment**
- **Day and Community Activities**
- **Transportation**
- **Community Supports**
- **Residential Supports**
- **Emergency Assistance**

Employment First

Employment First promotes community-based, integrated employment as the first option for services for individuals with disabilities. BHDDH is committed to assisting individuals to access employment services and achieve self-sufficiency through employment enhancement, work force development and job creation.

Division of Developmental Disabilities (DDD) Our Mission...What Do We Do?

The Division of Developmental Disabilities (DDD) provides an integrated, community based system of services and supports for adults with developmental disabilities (DD). This system allows individuals with DD to utilize natural supports within their community while safeguarding their health and safety, promoting self sufficiency, human rights and ensuring equitable access to and allocation of available resources to be responsive to the needs of each individual.

Our vision is for all individuals with developmental disabilities to live a full and satisfying life in an integrated, community based setting.



**DIVISION OF
DEVELOPMENTAL DISABILITIES**
6 Harrington Road, Cranston, RI 02920
401-462-3421
401-462-3014 - Spanish line
www.bhddh.ri.gov



What's Next for Me?

Transition to Adult Services

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Receiving Services From the Division of Developmental Disabilities

Who is Eligible?

To be eligible for supports funded through BHDDH's Division of Developmental Disabilities (DDD), individuals are required to meet the following definition of developmental disability as stated in RI State Law:

"The term 'developmental disability' means either an intellectual disability or a severe, chronic disability of a person which:

- Is attributable to a mental or physical impairment or combination of mental and physical impairments
- Is manifested before the person attains the age of 22
- Is likely to continue indefinitely
- Results in substantial functional limitations in three or more of the following areas of life activities:
 - Self-care
 - Expressive/Receptive Language
 - Mobility
 - Learning
 - Self-direction
 - Capacity for independent living
 - Economic self-sufficiency
- Reflects the person's need for a combination and sequence of special interdisciplinary, or generic care, treatment, or other services which are life-long or of extended duration and are individually planned and coordinated.

Step 1 Apply for Eligibility

If you are interested in receiving Developmental Disability (DD) services, the application can be found on the BHDDH website at bhddh.ri.gov/developmentaldisabilities or call (401) 462-3421 and request an application.

The decision to apply to the adult system is an individual one and conversations should begin well before exiting the school system. Students are encouraged to apply 2 months prior to their 17th birthday. A confirmation letter will be sent upon receipt of application. Completed applications will be reviewed by the eligibility committee within 30 days.

Step 2 Supports Intensity Scale

The SIS-A (Support Intensity Scale) is a standardized assessment tool designed by the American Association on Intellectual and Developmental Disabilities (AAIDD) to measure the pattern and intensity of supports that an adult with a developmental disability requires to be successful in a community setting. The tool is administered by a certified SIS worker in a 2-3 hour meeting with the participant and two or more respondents who know the person well. This can include his/her family, teachers, service providers, and anyone else the participant wants to include. The results of this assessment will yield a tier package that will assist in the service planning process.

Step 3 Meet with a DD Social Case Worker

Once you are found eligible, you will be assigned a DD Social Case Worker. That caseworker will assist you in planning for your future. Discussion will include The Employment First Initiative and the array of options available to you through services with a licensed service provider, self-directed supports, and resources within your community.

Step 4 Choose a Service Model

The next step is selecting a service provider who can assist you in managing your own self-directed plan or explain agency service options that may help you reach your goals. You will meet with the provider to develop an Individual Service Plan (ISP). An ISP details your long and short-term goals and the steps and resources necessary to reach your goals. This plan is submitted to DDD for approval. ISP's are reviewed and submitted annually, but can be modified if necessary.

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* **Please note**—In order to begin receiving services, you must also be eligible for funding through Medicaid. The Medicaid eligibility application can be found on the Department of Human Services (DHS) website.



RI Department of Behavioral Healthcare, Developmental Disabilities and Hospitals

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Transition to Adult Services for Students with Developmental Disabilities

The RI Division of Developmental Disabilities provides an integrated, community based system of services and supports for adults with developmental disabilities (DD). Our vision is for all individuals with developmental disabilities to live a full and satisfying life in an integrated, community based setting. The Division is also committed to providing supports to assist individuals in accessing integrated community based employment.

While in school: The Division is committed to inform students and their families about DD services. For students 14-16 an informational packet will be shared. For students 16-21 years old, when invited to an IEP/CDP meeting, the Division will make every effort to have a DD representative attend.

When to apply: The Division has an *eligibility by 17* policy which encourages students to apply for adult DD services as early as 16 yrs, 10 months. Early applications allow for additional planning time and assist in a smoother transition from school to adult services. Applications are on our website at www.bhddh.ri.gov/developmentaldisabilities/ If you have any questions about the eligibility process, please call 462-3421 and ask to speak to the covering eligibility caseworker.

Medicaid: Services you are eligible for through the Division are funded by Medicaid. Once determined eligible for DD, you will need to fill out a Medicaid application. You need to be found eligible for the Long term supports services waiver in order to receive funding for DD services.

*Please note - If you receive Medicaid through the Katie Beckett program, your Medicaid will end at age 19. Between the ages of 18 and 19, you should apply for SSI if you haven't already – www.ssa.gov . After age 18, your family income will not be considered and only the student's income and assets will be regarded. If you don't think you will need SSI, you can apply for Medicaid through RI's Dept of Human Service <http://www.dhs.ri.gov/Programs/LTCApplications.php>

SIS: The SIS-A (Support Intensity Scale) is a standardized assessment tool that measures the intensity of supports an adult with a developmental disability requires to be successful in a community setting. This evaluation is completed after you are determined eligible for DD services. The assessment is scheduled by BHDDH and the tool is administered by a certified SIS worker in an approximately 2-hour meeting with the participant and two or more respondents who know the person well. It usually is administered at the school to include both family and teachers. The results of this evaluation will be sent to you in a letter stating what tier level which will identify the level of support for which you are eligible

Case management: During your final school year, you will be assigned to a caseworker who will inform you of the options available to you for integrated day, supported employment, and community services. When you are ready to begin services, you will choose either a service provider or self-directed plan writer to develop a service plan. Whenever possible your assigned caseworker will make every attempt to be at your last school IEP/CDP meeting to assist in planning your transition to adult services.

Frequently Asked Questions

When and how do I submit an application?

Applications can be submitted any time you turn 16 yrs 10 months. To apply, please download an application from our website at www.bhddh.ri.gov – click on Developmental Disabilities, then click on the Apply for Services button at the bottom of the page. If you do not have internet access or a printer, please call 401-462-3421 and ask for an application to be mailed to you. The application describes the documentation that must be included. Completed applications can be mailed to the address at the top of the application.

How do I know what services I am eligible for?

Everyone determined eligible has access to integrated day, supported employment, and community supports. These services are available through either a service provider or self-directed supports. The level of support need is determined by the SIS-A assessment. After you are determined eligible, a SIS-A (Supports Intensity Scale) assessment will be administered. The results of this assessment will be a tier level which determines what level of supports are available to you.

Who will help me access services?

Once you are determined eligible for services, a social caseworker from the Division will be assigned to you. If you are still in school, your social caseworker will attend your last IEP/CDP meeting at school with you. They will assist you with information regarding services, options available to you, information on the process, and answer any question you have.

When and how do I apply for Medicaid?

If you are not currently receiving Medicaid, you should apply as soon as possible. After you are determined eligible for services through the Division, we will assist you in applying for the Long-Term Support Services through Medicaid often referred to as Waiver services. Since the services you will receive from an agency are funded by Medicaid, this application must be approved by the Department of Human Services (DHS) before services can begin. If you are found not eligible for Medicaid your services will not be funded.

When do I start services?

Once you choose either a service provider or self-directed model for services a planning meeting will be held that provides you the opportunity to discuss your goals and plans for your future. You will then choose several goals that you would like to work on over the next year. Together with the providing agency or self-directed plan writer, you will develop a service plan based on those goals. This plan is then submitted to the Division 45 days prior to the start of services and is approved or sent back if changes need to be made. Once your service plan is approved by the Division and your Medicaid Waiver application is approved by DHS, you will be able to begin services.

What to expect in the adult system?

Every year you will have a person-centered planning meeting to discuss goals, services and future planning. You will determine who you would like to invite to your meeting and a Plan Writer will assist you in setting it up. After the initial SIS assessment, one will be conducted every 5 years unless there is a change in circumstances which requires a new SIS to assess level of need.



Pathways to Adult Services (for Individuals with Developmental Disabilities)

NAVIGATION CHECKLIST

Child/Individual Name: _____

Date of Birth (DOB): _____

Anticipated Graduation Date: _____

AGENCY		CONTACT INFORMATION	NEXT STEPS	Deadline	☑
1.	Supplemental Security Income (SSI) (Under age 18)	1-800-772-1213 www.socialsecurity.gov			▪
	Supplemental Security Income (SSI) (Over age 18)	1-800-772-1213 www.socialsecurity.gov			▪
2.	Healthcare Transition	Contact Pediatric Health/Dental Provider <ul style="list-style-type: none">Ask about transition plan to an adult provider for both medical and dental			▪
3.	Medicaid (Katie Beckett) (Under age 19)	RIPIN Parent Consultant 401-462-0633			▪
	Medicaid (Over age 18)	Contact DHS office (see handout)			▪
4.	Cedar Family Centers (up to age 21) <ul style="list-style-type: none">supportcare coordinationconnection to services	Centers available statewide (see handout) http://www.eohhs.ri.gov/Consumer/FamilieswithChildren/ChildrenwithSpecialNeeds.aspx			▪
		<ul style="list-style-type: none">HBTS			
		<ul style="list-style-type: none">Kids Connect			
		<ul style="list-style-type: none">PASS			
		<ul style="list-style-type: none">Respite			
5.	Office of Rehabilitation Services (ORS) (supports available at age 16)	http://www.ors.ri.gov/Forms.html ORS, 40 Fountain Street, Providence, RI 02903 401-421-7005			▪
6.	Supported Decision Making and Alternatives to Guardianship (Age 18)	Disability Rights RI (formerly RI Disability Law) 401-831-3150 https://www.drri.org/			▪

AGENCY		Additional Information	Next Steps	Deadline	☑
7.	Division of Developmental Disabilities				.
	STEP #1	<ul style="list-style-type: none"> 401-462-3421 http://www.bhddh.ri.gov/developmentaldisabilities/index.php 			.
		<ul style="list-style-type: none"> Apply for eligibility via website Complete application and gather necessary documentation Submit 60 days prior to 17th birthday 	Include birth certificate, SS Card, insurance card, Medicaid and/or Medicare card, proof of RI residency, Probate Court Appointment of Guardianship or Power of Attorney; official DSM Diagnosis, IQ tests, vocational records, SSAID#, Medical history, psychiatric records; and any other agency records that document the applicant's abilities and limitations, including but not limited to CEDAR, PASS, HBTS reports, IEP or school testing such as OT or PT.		.
		<ul style="list-style-type: none"> Reviewed within 30 days Notice of eligibility determination 			.
		<ul style="list-style-type: none"> State Transition Coordinator 	Monitors case until last year student exits high school. Carolee.Leach@bhddh.ri.gov or 401-462-1723		.
	STEP #2	During last year of High School: <ul style="list-style-type: none"> Complete <u>Support Intensity Scale</u> (SIS) 	Once eligibility determined, SIS-A may be coordinated between one to two years prior to student's exit from school. Interview process time may vary. Questions will be based on the individual's ability to live independently, without support.		.
		<ul style="list-style-type: none"> Resource Allocation 	DD will notify you by letter of your SIS Service Tier Package and the resource allocation for your services, which are adult DD Medicaid Waiver funded (contact DHS for further details).		.
	STEP #3	During last year of High School: <ul style="list-style-type: none"> Social Case Worker (SCW) Assigned 	<ul style="list-style-type: none"> Assist in service planning Assist in identifying community support/natural supports Provide information on services available including Employment First initiatives Provide information on Self-Directed Services and Service Provider Options 		.
	STEP #4	<ul style="list-style-type: none"> Choose a Service Model: Agency Services OR Self-Directed Services Develop Individualized Support Plan (ISP) Complete DHS-2 Waiver 	Interview and choose Developmental Disabilities Organization (DDO-Service Provider) for Agency Services or Self Direction, then start developing an Individual Support Plan (ISP) . Once agreement with service provider completed, you have 90 days to complete your first ISP, DHS-2 Waiver, and submit to DDD Social Case Worker.		.
	STEP #5	<ul style="list-style-type: none"> Annual Review of Plan 	When renewing funding, you will need to complete updated ISP and have delivered to DDD no later than 45 days prior to your anniversary date. DDD will review your ISP and services are re-authorized.		.



We help with
**special education,
healthcare and
more.**

Contact Us 401-270-0101
info@ripin.org
www.ripin.org

Our services are **free, confidential, and multilingual.**

WHO DOES RIPIN HELP?

RIPIN helps any Rhode Islander,
from infants to seniors.

Why call RIPIN?

We can help you **access** and **navigate**:

- Special education and supports
- Healthcare and health insurance
- Special services for children and young adults with disabilities

How does RIPIN help?

We can:

- Connect you to our statewide peer network
- Assist with care coordination
- Provide workshops on special education, health and policy
- Provide leadership training to parents
- Represent the consumer voice to policymakers

*RIPIN peer professionals
have personal experience
caring for a loved one
with special needs.*



RIPIN State and Federal Agency Designations:

Parent Training and Information Center (PTIC):
for parents of children navigating special
education

RIREACH: health insurance consumer
assistance program

RIPIN Healthcare Advocate: ombudsman for
people with Medicare and Medicaid

Cedar Family Center: coordinates care for
children with special healthcare needs

Family Voices: resources and support for
families who have children with special
healthcare needs

Early Intervention (EI) Parent Consultants:
supports families of infants and toddlers with
developmental delays

Medical Home Portal (RI): information for
parents and professionals caring for children
with special healthcare needs

Rhode Island Parent Information Network

300 Jefferson Boulevard, Suite 300
Warwick, RI, 02888

RIPIN is a 501(c)3 non-profit organization.

Here are some important things to know about healthcare transition:

- ▶ You will need to understand your health condition to be successful in higher education and the work force.
- ▶ If you have an IEP, your school is required to begin transition planning with you when you are 14.
- ▶ When you turn 18, you are legally considered to be an adult. You are able to make decisions about your healthcare.
- ▶ Your health insurance eligibility may change when you turn 18.

You can transition at your own pace. Everyone is unique, and everyone has strengths and challenges.

Sound like a lot of work?
It may be, but with the right information and the right people to help, you can make a healthy transition to adulthood.

You can find more information online:

Rhode Island Department of Health
Office of Special Needs
www.health.ri.gov/specialneeds

Got Transition.org
www.gottransition.org

The Rhode Island Parent
Information Network (RIPIN)
www.RIPIN.org



For information on healthcare transition, call the Health Information Line:
401-222-5960 / RI Relay 711

GRADUATE TO ADULTHOOD

how healthcare transition works



a guide for
YOUNG ADULTS

Q&A

“it’s really important to get a doctor who talks to you about everything, someone you feel comfortable talking to”

Q: What is healthcare transition?

A: Healthcare transition is about getting involved in things that have to do with staying healthy. It’s about YOU!

Healthcare transition is taking responsibility for your own health needs and not depending on anyone else to do it for you, like your parents or caregivers.

Q: Okay, so it’s about me... but what can I do?

A: There are things YOU can do every day.

- ▶ Become more independent by taking care of your needs.
- ▶ Learn how to stay healthy.
- ▶ Find out about your medical history
Make a copy of your immunization record.
- ▶ Keep track of your appointments and commitments.
- ▶ During doctor's visits, be ready to ask and answer questions about your health.
- ▶ If you take medicine, learn what it's for, when and how to take it.
- ▶ Think about your future and plan how you will get there.
- ▶ Have a primary care doctor (not a pediatrician) by age 21.

Q: Why do I have to think about it now?

A: It takes time and practice to become responsible and independent. As your body grows and your feelings and relationships change, so will your healthcare needs. There's a lot you need to know, so take the time to ask your parents, caregivers, and doctors questions.

“We need to get ready for adulthood now.”



Questions to ask your doctor:

- ☐ Can you explain my medical condition to me and make sure I can explain it back to you?
- ☐ When do I need to switch to an adult primary care doctor?
- ☐ How do I choose an adult doctor?
- ☐ What happens when I go away to college or move?
- ☐ Can you help me learn about all my medicines?

Questions to ask your parents or caregivers:

- ☐ Will your health insurance still cover me when I turn 18?
- ☐ Are there important papers that I should have?
- ☐ Can you help me create a system to get organized?
- ☐ Was anyone ever sick in our family?
- ☐ What is my medical history?
- ☐ Can you help me make a list of things to talk to the doctor about?
- ☐ I want to be more independent. What do you do for me that you think I can do for myself?



Rhode Island Special Needs Emergency Registry

3 EASY WAYS TO START GETTING PREPARED TODAY

1 Enroll in the Rhode Island Special Needs Emergency Registry (RISNER)

Many people may need extra help during a time of emergency, including people of all ages who have speech, cognitive, developmental, mental health, sensory and mobility disabilities, chronic conditions, and/or other special healthcare needs.

- Enrolling in RISNER lets police, fire, and other first responders in your community better prepare for and respond to your needs during a hurricane, storm, or other emergency.
- Your information is held confidentially. The information submitted to RISNER is only shared with local and state first responders and emergency management officials and it will only be used if there is a need to protect your safety and well-being.

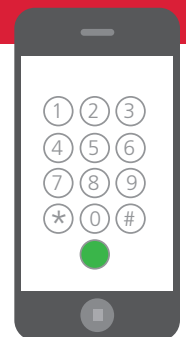
For more information and how to enroll, visit www.health.ri.gov/emregistry

2 Have an “ICE” (In Case of Emergency) Contact in Your Cell Phone

Program an ICE – In Case of Emergency – contact in your cell phone today so you can easily be helped should you need it.

- First responders can get the information they need to identify you, give you the right medical care, and know who to call first if you are involved in an accident or other emergency.

For more information about how to set up an ICE contact in your smartphone or other mobile device, visit www.incaseofemergency.org



3 Sign up for CodeRED Emergency Alerts

Rhode Island has invested in **CodeRED**, an emergency notification system that can notify residents and businesses by phone, text, and/or email about sudden emergency situations such as severe weather, power outages, evacuation notices, fires, floods, chemical spills

- The system can send messages to entire communities, specific neighborhoods, or streets, providing users with real-time alerts.

To register online, visit www.riema.ri.gov and click on the **CODERED** icon at the bottom of the page.



INSPIRING POSSIBILITIES

Documents to Keep for Youth Transitioning to Adult Life

Takeaways from this handout:

- You can ease the transition to adulthood for your youth by having him or her organize an ongoing file of important documents they will need after high school.
- You may want to develop a filing system using the categories and sections below; or you may want to set up your own method.
- The documents may be paper copies, digital copies, or some of each.
- It is important to make sure that all of the documents mentioned in this handout are organized and stored in an easily accessible location.

Job Portfolio

- Job history, including dates and contact information
- Letters of reference
- Resume
- Vocational assessments
- Volunteer experiences
- Examples of academic or job accommodations that your son or daughter has used successfully in the past.
- Examples of effective assistive technology that your son or daughter has used in the past (including prices, suppliers, and potential funders if possible) for your personal use.

Health History

- Allergies
- Documentation of any relevant medical diagnosis (current within the last three to five years)
- Immunization records

- Medications (type, date started or stopped, and any side effects)
- Keep contact information and names of doctors, dentist, specialists, and therapists
- Pharmacy contact information

Personal Documents

- Birth certificate (copy)
- Passport (copy)
- Current community service providers
- Emergency contact information
- Health and other insurance information (copy)
- Social Security card (copy)
- Identification card or driver's license (copy)

School Records

- Copies of Individualized Education Programs (IEP) for last several years
- Diploma (copy)
- High school transcript (copy)
- Current evaluation reports (over the past three years)
- Letters of recommendation
- Report card and progress reports
- Samples of academic, art or design work
- Examples of effective accommodations and assistive technology
- Summary of Performance (required upon graduation with a regular diploma or when a youth exceeds the age of eligibility for special education services at 21)

The documents you keep and organize will help your youth make a smoother transition from high school to adulthood.