



RI Department of Behavioral Healthcare, Development Disabilities & Hospitals

DIVISION OF DEVELOPMENTAL DISABILITIES



Division of Developmental Disabilities

- ▶ The Division of Developmental Disabilities (DDD) is responsible for planning, funding and overseeing a community system of services and supports for adults with developmental disabilities.
 - ▶ Services include supported employment, integrated day activities, community supports, respite, shared living arrangements and residential services.
- ▶ Individuals determined eligible for DDD funded services have an array of options available through licensed service providers and/or the option of self-directed supports.

Process



- ▶ **The Division of Developmental Disabilities (DDD) is responsible for providing an introduction to adult service to transitioning youth ages 14 - 22.**
- ▶ **DDD has established a consistent, formal process by which school districts invite DDD to an IEP.**


IEP MEETINGS

To request the Division's attendance at an IEP meeting, please complete this form. →

The form can be found on the BHDDH website by clicking on "Developmental Disabilities Services," "Provider Information" and "IEP/CDP form."

Once the form is completed, save it, attach it to an email and submit to BHDDH.Transition@bhddh.ri.gov

We will notify you if we are able to attend the meeting and who will be in attendance.

 **Notification to BHDDH of IEP/CDP meeting**
Please complete all info requested and provide at least two weeks notice prior to meeting date
Items marked with (*) are required

IEP CDP Other: Please Specify _____

School District* _____
School Name* _____
Specific Educational Program (if applicable) _____
Rescheduled Meeting* Yes No
Location of Meeting* _____
Meeting Date & Time* _____
Contact Person _____
Email _____
Phone _____
Student Name* _____
DOB _____
SASID # _____
Anticipated date of final school funded services _____
If no date provided, the presumed final date will be June following the 21st birthday
Has the family requested BHDDH attendance at the IEP/CDP meeting? Yes No

Please email completed forms to BHDDH.Transition@bhddh.ri.gov.
Please contact Susan Hayward, 462-2519 or Carolee Leach, 462-1723 with any questions.



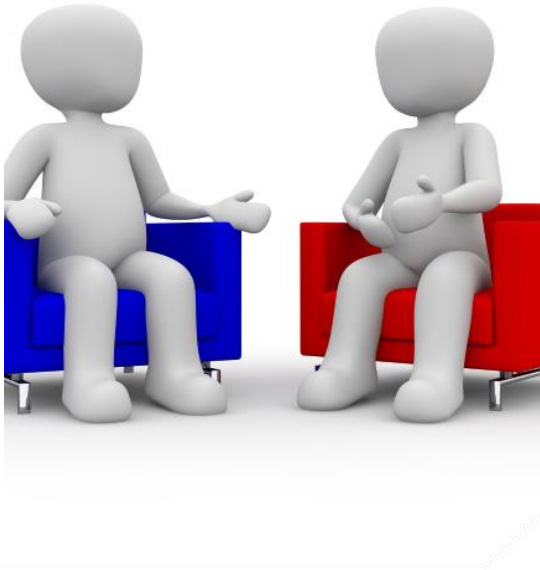
While in School



The Division is committed to providing information to students and their families about DD services and does so according to the following:

- ▶ Ages 14 to 16 - packets of information re: adult service are provided to districts to give to the caregiver during the IEP meeting
- ▶ Ages 17 to 18 – trained staff from RI Parent Information Network (RIPIN) attend the IEP as representatives of DDD
- ▶ Ages 19 to 20 - DDD Transition Coordinator attends the IEP
- ▶ Ages 20 to 22 – if the student has been found eligible for services, the DDD Social Caseworker attends the IEP

Follow-up



- ▶ **If RIPIN or the DDD Transition Coordinator are not able to attend the IEP meeting they will, if requested by student/parent, schedule an alternate time to discuss adult services.**
- ▶ **If the assigned DDD Social Caseworker is not able to attend the IEP meeting they will reach out to the student and family to discuss transition planning.**

Social Caseworker Assignment

- ▶ Transitioning youth eligible for DDD services will be assigned a DDD Social Caseworker by age 20.
- ▶ Assignments are made based on information received from the school regarding school exit date.
 - ▶ If no exit date is documented on the IEP invite, CDP, IEP or DDD application, age 22 is inferred and social caseworker assignment is made at age 20.
- ▶ If a student is graduating prior to age 22, assignment is made one year prior to school exit, following receipt of that information from the school district.



CONTACT INFORMATION

For questions regarding the IEP/CDP process
please contact Susan Hayward
BHDDH Administrator, Youth in Transition
462-2519
or
susan.hayward@bhddh.ri.gov

