

## How to Apply for the Intellectual/Developmental Disabilities (IDDW) Program

### 1. What is the IDDW Program?

This is a program that provides instruction, training, support, and assistance for eligible children and adults. This program allows staff to come into your home to assist you with your personal needs. This program is an alternative to institutional care.

### 2. How do I begin the process to apply for this program?

You must first apply to see if you are medically eligible for this program. To do that, you need to get an application called a WV-BMS-IDD-01 from one of the following resources:

a. Aging and Disability Resource Centers

Toll Free: 1-866-987-2372

Website: [www.wvnavigate.org](http://www.wvnavigate.org)

b. KEPRO

Toll Free: 1-866-385-8920

c. Bureau for Medical Services

Telephone: 304-558-1700

Website: <http://www.dhhr.wv.gov/bms/hcbs/IDD/Pages/default.aspx>

The completed application should be sent to the email address or fax number identified on the WV-BMS-IDD-01.

### 3. What happens after I complete this form?

You will receive a packet from KEPRO with a list of psychologists that are approved to complete the medical eligibility evaluation. You must choose a psychologist from this list and return your selection to the address on the bottom of the form within 10 days of receiving it or your application will be closed. The psychologist will evaluate you to see if you qualify. You must have substantial deficits in at least 3 of the following areas:

a. Self-care

b. Receptive or expressive language (communication)

c. Learning (functional academics)

d. Mobility

e. Self-direction

f. Capacity for Independent Living (home living, social skills, employment, health and safety, community and leisure skills)

### 4. What services are available through this program?

You may receive services through a Traditional IDDW provider who will provide employees for you or you may self-direct some services yourself. This means your employees work directly for you. Services available include:

a. Behavior Management Services (Behavior Support Professional and/or Therapeutic Consultant)

b. Crisis Services

c. Electronic Monitoring

d. Extended Professional Services (Physical Therapy, Speech Therapy, Occupational Therapy and/or Dietary Therapy)

e. Day Services (Facility-Based Day Habilitation and/or Supported Employment)

f. Skilled Nursing (Registered Nurse or Licensed Practical Nurse)

- g. Transportation to and from services on your individual plan\*
- h. Service Coordination to help you identify and plan for your needs and services
- i. Person-Centered Support which provides direct care services to you in your home or community\*
- j. Respite to assist your primary care-giver\*
- k. Environment Accessibility Adaptations to your home or vehicle
- l. Participant-directed goods and services\*

\*These are services that you may self-direct with a portion of your individualized budget.

5. Once you are found to be medically eligible, then you must also be financially eligible and a funded slot must be available to begin receiving services. You may be placed on a Managed Enrollment List which is a wait list until a funded slot becomes available. Other services may be available to you while you are on the Managed Enrollment List, including a medical card if you are a child. You will be sent a letter with a list of these services.

6. To establish financial eligibility, call or go to your local Department of Health and Human Resources Office. You may want to call to make an appointment and to make sure you bring all the information that is needed.