



Transition To Adult Services Guide

This guide is for the use of parents, students & education staff to help support families to better transition students into postsecondary education and employment.

Cooperative School Services

1389 Saint Gaspar Drive, Rensselaer, Indiana 47978

219-866-8540 800-832-3394

“Believing in the worth
and dignity of every person”

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Transition Education & Services: High School and Beyond

The term “transition planning” refers to the process by which a student moves from middle school to high school and from high school to adult life. For students with disabilities, the transition from high school to post-school options is a complex process that requires planning and coordination to ensure appropriate supports and positive outcomes.

The purpose of transition planning is to help students and families think about their future, jointly plan high school experiences and course work, and help students and families make service connections. A multi-year process and effective transition planning leads students to better post-school outcomes, such as employment or college, as well as participation in their communities.

For students 14 years old and older, the case conference committee will review the student’s annual transition assessment and discuss the student’s strengths, interests, and preferences in planning for the future. The IEP will include transition services that will move the student closer to his or her goals. Along with school personnel, students and their parents or guardians have responsibilities in transition planning, goals, and services.

Transition discussions include determining whether the student will earn a diploma or a certificate of completion, the option of obtaining a driver’s license, and community living options. Other topics include plans for employment and continuing education through college or other programs. In planning for the future, some students and families also need to consider guardianship issues along with trusts and wills.

Most agencies that serve adults with disabilities require applications and have eligibility requirements. It is important for students (and their families) to stay on top of the transition process and to be good advocates for themselves. Hopefully, the information in this booklet will be useful for transition planning.

Making a plan for your future . . .

Each year - beginning at age 14:

Attend your IEP meeting and gradually assume more responsibility for conducting it. Your plan is being developed, so you need to be a part of the planning. As a part of the IEP meeting:

- Review your goals for after high school.
- Talk about your graduation plans. Do you have a career goal?
- Review your graduation status. Are you passing classes and getting the credits you need?
- Schedule your classes. What classes are best or necessary for you to take?
- Start a filing system to organize all information related to school, work, activities, etc.

During your 9th grade (freshman) year:

- Learn about your disability and be able to explain it to others.
- Learn what accommodations are and which will help you to be successful.
- Know how you learn best; understand your learning style.
- Review and adjust your future goals if needed.
- Begin career exploration. Take career aptitudes and interest inventories.
- During the ACR, talk with the Counselor about accommodations for PSAT, SAT and ACT testing. Once this occurs you will have a unique code for college entrance exams with accommodations.
- Practice being a good student. Learn to be organized, independent and to manage your time.
- Participate in extracurricular activities (athletic, clubs, etc.).

During your 10th grade (sophomore) year:

- Take classes that will prepare you for your goals.
- Practice requesting your accommodations in classes.
- Actively plan your IEP meeting with your Teacher of Record. Plan to speak on your own behalf at the meeting.
- Begin career exploration activities including skill inventories, career aptitude, or career investigation.
- Start to build your resume. Continue participation in your school's activities and volunteer work as scholarship and entrance applications place importance on student involvement. • Talk with your counselor about college, career choices, and preparing for entrance exams. • If you want to go to school after high school, begin to explore schools (programs/degrees, entrance requirements, graduation requirements).
- Take the PSAT with approved accommodations. IF you have not arranged for the accommodations already, contact your Counselor as soon as possible.

During your 11th grade (junior) year:

- Assist your Teacher of Record in planning and running your meeting and in writing your IEP.
- Practice self-advocacy skills. Learn when, how, and if to disclose your disability to others.

- Develop good time management and study habits. Become as academically independent as possible.
- Meet with a Vocational Rehabilitation counselor at an informational meeting to determine if you might be eligible for and benefit from VR services.
- Continue to build your work, activities and volunteerism resume.
- If you are planning for college, narrow your career choices and match them to college programs. Begin visiting college campuses and contact the admissions office or disability services coordinator for arrangements.
- Talk with your counselor about scholarships, financial aid programs, or how to earn college credits while in high school.
- Take the PSAT if offered for 11th graders, take the SAT or ACT in the spring if planning on college
- Take the ASVAB if you plan to join the armed forces
- Understand “the age of majority” statement in your IEP and what it means.

During your 12th grade (senior) year:

- Begin a “Graduation File.” Keep copies of all information that will be needed during the year. Contents may vary based upon your goals.
- Make your senior year as similar to college or a job as you can.
- Be able to explain your disabilities and describe the accommodations that work best for you.
- Be accountable for timelines and due dates.
- Run your IEP meeting yourself.

If you are going to college or some other post-secondary training program:

- Consider using only accommodations available at college, use them only upon your own request.
- Complete college applications & contact the college disability coordinator.
- Visit your college of choice before you accept admission.
- Create a high school records folder including:
 - Transcripts and ACT and/or SAT scores
 - Lists of activities (school & non-school) that you’ve participated in and dates
 - List of awards or recognitions and list of hobbies or leisure activities
 - Written recommendations from teachers and members of the community
 - List of names and addresses of those writing letters of recommendation
- Apply for scholarships – Talk to your high school counselor
- Complete a Free Application for Federal Student Aid(FAFSA)

Guardianship



Dedicated to improving the quality and provision of adult
guardianship services in Indiana.

Guardianship & Alternatives

DISCLAIMER:

Legal Information Is Not Legal Advice. This information about the law is designed to help users safely cope with their own legal needs. But legal information is not the same as legal advice—the application of law to an individual’s specific circumstances. Although we go to great lengths to make sure our information is accurate and useful, we recommend you consult a lawyer if you want professional assurance that our information, and your interpretation of it, is appropriate to your particular situation.

Reprinted from ARC of Indiana website

Frequently Asked Questions & Topics

What Is A Guardianship? A legal proceeding to appoint a person who is responsible to the court to take care of an incapacitated individual or minor and/or manage that individual's property.

1. What Is A Guardian Ad Litem? A guardian ad litem is appointed for the very specific purpose of representing a minor or someone who is allegedly incompetent during the course of a particular type of litigation. A guardian ad litem's authority ends when the court releases the guardian as litem.
2. What Is Co-Guardianship? Co-Guardianship is where two people are appointed to act as guardian for someone at the same time. In other words, two people share the guardianship responsibilities.
3. What Is Limited Guardianship? Limited guardianship allows the probate court to appoint someone as guardian over only the portion of a person's life where the person is both incompetent and has a need. Thus, there might be a limited guardian appointed for medical purposes only (i.e., to provide consent for medical procedures), or for placement purposed only, or for the limited purpose of approving behavior plans and/or psychotropic medications. This is the least restrictive form of guardianship and should be utilized whenever possible.
4. What Is A Health Care Representative? An individual may appoint a health care representative if there are concerns that at some time, the individual may lack the ability to make decisions regarding his/her health. Under Indiana law the health care representative can then make these decisions on the individual's behalf. The appointment of a health care representative must be done when the individual is competent.
5. Who Is An Adult? An "adult" is someone over the age of 18 years.
6. Who Is An Incapacitated Person? An "incapacitated person" is someone who cannot fully manage their property and/or provide self-care because of insanity, mental illness or deficiency, physical illness, habitual drunkenness, excessive use of drugs, incarceration, confinement, detention, duress, fraud, undue influence of others, or other incapacity or a person who has a developmental disability. (IC 29-3-1-7.5)
7. Who Is A Protected Person? A "protected person" is someone who has a guardian.
8. Types Of Guardianship:
 - Guardian of the Person: oversees the proper living condition and treatment for the protected person
 - Guardian of the Estate: responsible to oversee and manage proper investment and financial affairs of the protected person
 - Guardian of the Person & Estate: responsible for both of the above aspects of a protected person's life
9. What Is A Power Of Attorney (POA)? A Power of Attorney is a written notarized directive from one person to another delegating authority to make certain decisions. Attorneys who serve as a power of attorney are called attorney of fact.

10. What Are the Differences Between Guardianship and A Power of Attorney?

- A Power of Attorney is voluntary; a Guardianship can be voluntary or involuntary
- A Power of Attorney is easily revoked; a Guardianship can only be terminated by a court order
- A Power of Attorney is made by someone who is competent; a Guardianship usually involves someone who is incompetent by age or health
- A Power of Attorney is private and does not involve a court; a Guardianship involves court proceedings
- An attorney, in fact, under a Power of Attorney has less formal accountability than a Guardian

11. When Do You Need A Guardianship For Someone Over 18 Years of Age?

- Person who is unable to provide self-care and/or manage finances
- Person has dementia or other mental or physical infirmities
- A Special Needs Trust is required to protect assets to supplement Medicaid or SSI

12. What Are The Differences Between A Temporary/Emergency Guardianship & A Permanent Guardianship?

- A temporary/emergency guardianship can be ordered by a court without a hearing being held first, and it can last no longer than 60 days.
- A permanent guardianship requires a hearing first and continues for as long as it is needed.

13. What Is The Process For Becoming A Guardian?

- Retain an attorney to help with the paperwork and guide you through the process
- Have a thorough understanding of the protected person's health and finances
- If the person is incapacitated by health conditions, obtain a Physician's Report or letter from the person's physician verifying that he or she cannot manage finances or make other personal decisions
- File a Petition for Guardianship with a court with probate jurisdiction and notify the allegedly incapacitated person, all close family members, and any person or institution having care or custody of the allegedly incapacitated person during the 60 days preceding filing of guardianship petition
- Pay the filing fee
- If the allegedly incapacitated person consents to the petition, or is unable to respond to inquiries due to disability, the court will hold a hearing at which witnesses will provide sworn testimony to support the allegations in the petition. If the evidentiary basis is deemed sufficient, the guardian will be appointed

- If a guardian is appointed, the judge will issue the guardian legal documents (often called “letters of guardianship”) permitting the guardian to act on behalf of the legally incapacitated person. (IC 29-3-7-3)

14. Issues Considered At Guardianship Hearings

- Is the protected person truly unable to care for him or herself and/or finances?
- Is the person filing for guardianship the best person to be the guardian?
- Who should have access or be able to spend time with the protected person?
- Should the protected person be able to make some decisions for him or herself?

15. Considerations For Appointing A Guardian

- Requests of the incapacitated person
- Requests of a minor more than 14 years of age
- Requests of a spouse
- Person named in a power of attorney or will
- The relationship of the proposed guardian and the incapacitated person
- What is the best interest of the incapacitated person

16. Priorities Among Possible Guardians

- Person named in durable power of attorney
- Spouse of incapacitated person
- Adult child of incapacitated person
- Parent of incapacitated or person named in the will of a deceased parent or any writing signed by parent and attested by two witnesses
- A person related to incapacitated person by blood or marriage with whom incapacitated person has resided for over 6 months
- Person nominated by incapacitated person
- Court shall select best qualified person to serve as guardian and may pass over person having priority

17. What Are The Duties Of A Guardian To The Court?

- Do everything for the best interests of the protected person
- File an inventory of assets if guardian of the estate
- Keep all funds of the protected person separate from the Guardian’s personal funds
- Obtain permission from the court before selling anything of value belonging to the protected person
- Obtain approval from the court if making an unusual expenditure for the protected person
- Obtain approval before moving the protected person out of town or out of state

- Every two years, file an accounting of income, assets and expenses with the court and others

18. What Are The Powers Of Guardians?

- To invest protected person's funds as a prudent investor would and as court directs
- To reasonably pay persons who are caring for the protected person
- To delegate some responsibilities to the protected person and others
- To select the protected person's place of living within or without the state
- To arrange the medical care for the protected person
- To protect personal effects of the protected person (clothing, furniture, vehicle, etc.)
- To give necessary consent, approval or releases on behalf of the protected person
- To arrange for training, education or other services appropriate for the protected person
- To apply for private or governmental benefits to which the protected person may be entitled
- To do what is necessary to ensure that any person who may be required to help support the protected person does so
- To enter into contractual agreements on behalf of the protected person
- To receive money and any other items of value on behalf of the protected person and apply these funds to the protected person's room and board, medical care, personal effects, training, education and other services

19. Some Common Issues Regarding The Rights Of The Protected Person

- Right to contract: Indiana Code Section 29-3-8-5 (b) provides that: "Every contract, sale, or conveyance executed by a protected person is void unless the protected person is a minor, in which event the contract, sale, or conveyance is voidable."
- Marriage: The Guardian does have the power to consent to the marriage.
- Driving: The protected person may drive if they meet all BMV requirements.
- Giving Protected Person some financial responsibility: If reasonable, to delegate to the protected person certain responsibilities for decisions affecting the protected person's business affairs and well-being.
- Voting: Voting is everyone's right as an American and because everyone, regardless of age, race, religion or disability, has the right to vote, it is important to understand Indiana's voting system and your rights. According to the Indiana Secretary of State's office, the Voter's Bill of Rights explains in plain language what Hoosiers can expect when they come to the polls, and gives a clear explanation of the qualifications that voters must meet to exercise their right to vote. The document also includes a

detailed description of the fail-safe procedures available to safeguard the rights of voters and is required to be displayed in all polling places statewide.

For People with Disabilities, The Voter's Bill of Rights States That:

- ✦ The Constitution of the United States of America says that I have the right to take part in civic life.
- ✦ If I am registered to vote in Indiana, I have the right to vote in this election.
- ✦ I have the right to vote by myself or with help and I can select who I want to assist me.
- ✦ Even if I have a conservator, I may vote unless a court specifically said I cannot.
- ✦ I have the right to vote the way I want.
- ✦ I have the right to get help if someone tries to stop me from voting.
- ✦ I have the right to be shown how to make my choices on my ballot.
- ✦ If I am waiting in line when the poll closes, I must be allowed to vote.

20. What Type of Recordkeeping Is Required For A Guardian?

- Place all funds belonging to the protected person in a separate account(s)
- Keep all statements and receipts
- Maintain a complete check register or spreadsheet showing deposits and expenses paid

21. What Type Of Liability Does The Guardian Have?

- A guardian is not responsible to pay the debts of the protected person, but the guardian needs to be sure he or she does not personally commit to the debt
- A guardian may be liable to the protected person or third parties for negligence, bad faith and fraud

22. What Rules Exist About Guardian Fees?

- A guardian is entitled to be paid for his/her time, but is not required to accept a fee
- A guardian should keep detailed records of his/her time-date, amount of time, activity undertaken
- A guardian's fee must be reasonable
- A guardian may not pay him/herself until the court has approved the fee

23. How Does A Guardian Resign?

- A guardian may resign if he or she is unable to continue to serve.
- A motion requesting resignation will need to be filed with the court and the court will need to approve it.
- If guardianship is of the estate, an accounting will need to be done.

24. How Is A Guardian Terminated?

- Protected person is no longer incapacitated
- Protected person is moved to another state

- Protected person dies
- A guardianship of the estate can be terminated when funds or property do not exceed \$3,500
- Guardianship is no longer needed for some other reason
- Guardian has not performed his/her duties in good faith or in the best interest of the protected person
- Court terminates the guardianship

25. Guardianship Of A Minor: Guardianship of a minor is terminated when the minor reaches the age of 18

Reprinted from ARC of Indiana website <http://www.arcind.org/index/iags/guardianship-and-alternatives.asp>

To start the legal process contact: Indiana Legal Services

844-243-8750 (for all regions) from 10a.m.-2p.m. (EST)

Monday through Friday (9a.m.-1p.m. Central) or complete online intake form.

- Eligibility: Income up to 125% of the Federal Poverty Guidelines (up to 200% in certain circumstances).
- Pro Bono Services may include providing advice, preparing paperwork or filing.
Lafayette office serves Benton, White counties.
Merrillville office serves Jasper, Newton, counties.
South Bend office serves Pulaski County.

[More Guardianship Website Resources](#)

<https://adayinourshoes.com/guardianship-disabled-child/>

<http://insource.org/site/search/?q=guardianship> <https://www.arcind.org/our-programs/the-arc-advocacy-network/>

Indiana's Medicaid & BDDS Waiver

Medicaid Waivers

About Bureau of Developmental Disabilities Services

The Division of Disability and Rehabilitative Services (DDRS) Bureau of Developmental Disabilities Services (BDDS) provides services for individuals with developmental disabilities that enable them to live as independently as possible in their communities. BDDS assists individuals in receiving community supports and

residential services using a person-centered plan to help determine which services are needed and who can best provide them. BDDS also monitors the quality of care and the facilities of those who are approved to provide these services in Indiana.

Services and Service Information

BDDS provides an array of services to individuals with intellectual and developmental disabilities. To explore the types of services that BDDS offers, service descriptions have been provided below, or you may contact your local BDDS field services office. To apply for services or to determine if you may qualify for services, please contact the local BDDS field services office near you.

Home & Community Based Medicaid Waivers

Community Integration and Habilitation Waiver (CIHW): This waiver provides Medicaid Home and Community-Based Services (HCBS) to participants in a range of community settings as an alternative to care in an intermediate care facility for individuals with developmental disabilities(ICF/IID) or related conditions. The waiver serves persons with a developmental disability, intellectual disability or autism and who have substantial functional limitations, as defined under the paragraph for “Persons with related conditions” in 42 CFR 435.1010. Participants may choose to live in their own home, family home, or community setting appropriate to their needs. Participants develop an Individualized Support Plan (ISP) using a person-centered planning process guided by an Individualized Support Team (IST). The goal of the CIH Waiver is to provide access to meaningful and necessary home and community-based services and supports, seeks to implement services and supports in a manner that respects the participant’s personal beliefs and customs, ensures that services are cost-effective, facilitates the participant’s involvement in the community where he/she lives and works, facilitates the participant’s development of social relationships in his/her home and work communities, and facilitates the participants independent living. Community Integration and Habilitation Waiver (CIH) Effective September 1,2016.

Family Supports Waiver (FSW): This waiver provides Medicaid HCBS waiver services to participants in a range of community settings as an alternative to care in an intermediate care facility for individuals with developmental disabilities(ICF/IID) or related conditions. The waiver serves persons with a developmental disability, intellectual disability or autism and who have substantial functional limitations, as defined under “Persons with related conditions” in 42 CFR 435.1010. Participants may choose to live in their own home, family home, or community setting appropriate to their needs. Participants develop an Individualized Support Plan (ISP) using a person-centered planning process guided by an Individual Support Team (IST). The IST includes the participant, their case manager and anyone else of the participant’s choosing but typically family and/or friends. The participant, with the Team selects services, identifies service providers of their choice and develops a plan of care and is subject to an annual waiver services cap of \$16,545. The FSW provides access to meaningful and necessary home and community-based services and supports, implements services and supports in a manner that respects the participant’s personal beliefs and customs, ensures that services are cost-effective, facilitates the participant’s involvement in the community where he/she lives and works, facilitates the

participant's development of social relationships in his/her home and work communities, and facilitates the participant's independent living

Indiana's Medicaid Waiver Programs:

Home and Community-Based Services for Adults and Children

Contributed by Marci Wheeler, MSW

The Indiana Medicaid Home and Community Based Services (HCBS) Waiver program provides individualized supports to assist people, of all ages, to live successfully in home and in community settings. In the past, Medicaid only paid for long-term care services in an institutional setting, such as nursing facilities and group homes. The waiver program "waives" the necessity of admission into an institution in order for Medicaid to pay for the needed home and communitybased services. Waivers fund therapeutic and other needed supports and services. The HCBS Medicaid waivers make Medicaid funds available as an alternative to institutional care as long as supporting the individual, in the home and/or a community setting is no more than the cost of care within an institutional setting.

Currently there are five statewide Medicaid waiver options for an individual in Indiana.

One of those waivers, however, is closed and no longer accepting new applicants. The Psychiatric Residential Treatment Facility (PRTF) transition waiver is for children and youth with serious emotional disturbances or serious mental illness who transitioned from the prior Community Alternative to PRTF Grant. As of October 1, 2012, no additional children can apply for or receive waiver services through the PRTF Transition Waiver. The other four Medicaid waiver programs are accepting applications and new individuals.

There are two Medicaid waivers designated for people with developmental disabilities. These are also referred to as Intermediate Care Facility for Individuals with Intellectual Disabilities (ICF/IID) level of care waivers:

- Family Supports Waiver
- Community Integration and Habilitation Waiver

There are also two Medicaid waivers for those whose needs are primarily medical. These are often referred to as Nursing Facility level of care waivers:

- Aged and Disabled Waiver
- Traumatic Brain Injury Waiver

Each of Indiana’s Medicaid waivers has a fixed number of Individuals that can be served in an approved Waiver year. To be eligible for any of the Medicaid waivers, an individual must:

1. Meet Medicaid (also called the Medicaid “State Plan”) income eligibility requirements. This amount adjusts annually based on any changes to SSI and is calculated at 300% of the maximum SSI monthly benefit amount (note: As a result of Senate Bill 30 passed in 1991, parental income and resources are disregarded for children under 18 years for all of Indiana’s Medicaid Waivers; although assets and income in the child’s name are counted); and
2. Meet the criteria required for admission to a long-term care facility (even though the person lives, and will continue to live, in their family home, his/her own home, or a licensed Care Home in the community); and
3. The total cost to Medicaid for home-based services cannot exceed the average cost of serving an individual in a long-term care facility. Indiana’s Waiver Program continues to expand and change due to the commitment and belief of the state and its many advocates that quality home and community-based services are a priority. The focus of this article is on Indiana’s two Medicaid waivers for persons with developmental disabilities: the Family Supports Waiver (FSW) and the Community Integration and Habilitation (CIH) Medicaid Waiver. These are the two waivers most persons with an autism spectrum disorder might qualify for, as autism spectrum disorders are classified as a developmental disability.

Indiana’s Family Supports Medicaid Waiver (FSW)

The Family Supports Medicaid Waiver is the basic entry point to receive waiver services for a child or adult with a developmental disability (which includes an autism spectrum disorder and/or are accepted through the Bureau of Developmental Disabilities Field Services Office (BDDS).

The Family Supports Waiver- Fast Facts

- Limit of an individual’s budget at \$17,300
- Provides a newer service called Participant Assistance and Care which provides another level of support for the individual in their own home or in the family home

- Provides Case Management as a distinct activity to waiver participants
- Allows eligible individuals ages 18 through 24, who have aged out, graduated, or permanently exited from their school setting, to enter waiver services without waiting, if funded slots are available.
- The local BDDS office will determine who qualifies.

Below are all services that are approved under Indiana's Family Supports Waiver as of October 3, 2017:

- Adult Day Services
- Behavioral Support Services
- Case Management
- Community-Based Habilitation – Group and Individual
- Extended Services (ongoing employment support services)
- Facility-Based Habilitation – Group and Individual
- Facility-Based Support Services
- Family and Caregiver Training
- Intensive Behavioral Intervention
- Music Therapy (Group and Individual)
- Occupational Therapy
- Participant Assistance and Care (Group and Individual)
- Personal Emergency Response System
- Physical Therapy
- Prevocational Services
- Psychological Therapy
- Recreational Therapy (Group and Individual)
- Respite
- Specialized Medical Equipment and Supplies
- Speech/Language Therapy
- Transportation
- Workplace Assistance

Level of Care Eligibility Criteria: Bureau of Developmental Disabilities Services (BDDS)

To be eligible for BDDS programs, an individual must be found to have substantial functional limitations in three or more of six major life activities AND meet all of the following four basic conditions.

- Physical or intellectual disability, cerebral palsy, epilepsy, autism, or condition similar to an intellectual disability
- The condition is expected to continue indefinitely • The condition had an age of onset prior to age 22 • The individual needs a combination of services.

The six major life activity categories are:

- Self-care
- Learning
- Self-direction
- Capacity for independent living • Receptive and expressive language
- Mobility.

Application Process:

Contact your local Bureau of Developmental Disabilities Services (BDDS) Office and request an Application Packet to apply for the FSW. To locate your local Bureau of Developmental Disabilities Services (BDDS) Office, visit their website at <https://www.in.gov/fssa/ddrs/4088.htm>. The BDDS state office number is another resource for locating your local BDDS Office: 1-800-545-7763.

The Application and all documents requested must be returned to the local BDDS Office. The Application can be submitted in person, by mail, or by fax. Other individuals and/or agency representatives can provide assistance to complete the application.

Keep a copy of your dated waiver application. Also request a receipt to confirm the initial application was received. Save this documentation for your records (along with dated notes when you are in contact with the BDDS office).

After the Application is submitted to the local BDDS Office, intake staff from that office will determine eligibility and preliminary Level of Care (LOC). (** Make sure the Level of Care Screening Instrument (LOCSI) is administered by the BDDS Office. It must be administered for an eligible individual to be added to the Wait List.)

Wait List

After a family member is placed on the Medicaid waiver waiting list through the BDDS Office one can access waitlist information at <https://www.in.gov/fssa/ddrs/4088.htm> through the Waitlist Portal. Have the following information ready to access the information, a consumer or guardian will need to provide the following information: Last four digits of social security number or DartID; first and last name; date of birth, and requestor's name if not the consumer or guardian.

Once the information is verified, a second page will appear, which will include: Consumer's address and phone number, guardian contact information (if applicable), consumer's waiver application date(s), and BDDS District Office contact information.

If the consumer or guardian discovers that any of the information is incorrect, they will be able to click on the "Help Desk" link, and an e-mail will be sent to the appropriate people to update and track the information.

* You should contact your local BDDS Office immediately if you have a change in address, telephone number and/or any other contact information.

Community Integration and Habilitation Medicaid Waiver

The Community Integration and Habilitation Waiver is to be used as a "needs based" waiver ONLY for people who meet specific criteria. To move from the Family Supports Waiver onto the CIH waiver, an individual must meet specific eligibility/priority criteria which may include:

- Death of primary caregiver and no other caregiver available
- Caregiver over 80 years of age and no other caregiver available
- Evidence of abuse or neglect in the current placement
- Extraordinary health and safety risk
- Eligible individuals transitioning to the community from a nursing facility, extensive support needs homes or state operated facilities
- Eligible individuals determined to no longer need active treatment in a group home
- Eligible individuals transitioning from 100% state funded services
- Eligible individuals aging out of Department of Education, Department of Child Services or supported group living
- Eligible individuals requesting to leave a Large Private Intermediate Care Facility for Individuals with Intellectual Disabilities (ICF/IID)

In addition to the same services approved for the FSW (see above) the CIH may provide the following approved services:

- Community Transition
- Electronic Monitoring
- Environmental Modifications
- Personal Emergency Response System
- Rent and Food for Unrelated Live-In Caregiver

- Residential Habilitation and Support
- Structured Family Caregiving
- Wellness Coordination

Appeals and Statewide Waiver Ombudsman

If you/your family member has been deemed ineligible, you have the right to appeal the decision within 30 calendar days of the date of the notice. Instructions about this process can be found on the website. Contact 317-503-1217 or toll free at 800-622-4484 to resolve complaints and concerns on behalf of an individual with a developmental disability who receives Medicaid Waiver services (Family Supports Waiver and the Community Integration and Habilitation Waiver).

Additional Information

For further help in understanding Indiana's two Medicaid Waivers for children and adults with developmental disabilities, and/or assistance in applying for the Family Supports Medicaid Waiver, contact an advocacy organization. Family Voices Indiana is one such organization. To check on Waiver changes posted by FV, visit their website at <http://www.fvindiana.org> or call 317944-8982 for assistance.

Arc of Indiana (<http://www.arcind.org/>) can also be helpful with these types of questions and information. For further help in understanding Indiana's Medicaid Waivers and/or assistance in applying for the Family Supports Medicaid Waiver, contact the Arc of Indiana at 800-382-9100 and ask to speak with a Family Advocate.

If you have questions you can also email the Bureau of Developmental Disabilities Helpline at BDDSHelp.BDDSHelp@fssa.IN.gov.

Medical Medicaid Waivers

There are two Medicaid waivers that are sometimes referred to as Nursing Facility Waivers. These are waivers that are for children and adults whose primary needs are medical. Some individuals with an autism spectrum disorder may be eligible for one of these two waivers due to chronic medical needs that meet the requirements for a nursing home level of care. As mentioned previously these two waivers are:

- Aged and Disabled (A&D) Waiver

As of July 1, 2013 services covered by the Aged and Disabled Waiver include Adult Day Services, Attendant Care, Case Management, Homemaker, Respite, Adult Family Care, Assisted Living, Community Transition, Environmental Modifications, Health Care Coordination, Home Delivered Meals, Nutritional Supplements, Personal Emergency Response System, Pest Control, Specialized Medical Equipment and Supplies, Transportation, and Vehicle Modifications. Newly added as of July 1, 2013 are Environmental Modification Assessment and Structured Family Caregiving.

- Traumatic Brain Injury (TBI) Waiver

As of January 1, 2013, the following services are covered by the TBI Waiver: Adult Day Services, Adult Foster Care, Assisted Living, Attendant Care Service, Behavior Management/ Behavior Program and Counseling, Case Management, Community Transition Services, Environmental Modifications, Health Care Coordination, Homemaker, Home Delivered Meals, Nutritional Supplements, Personal Emergency Response Systems Pest Control, Residential Based Habilitation, Respite Care, Specialized Medical Equipment & Supplies, Structured Day Program, Supported Employment, Transportation and Vehicle Modifications.

More information and applications for the A&D and TBI Medicaid Waivers can be obtained by contacting your local Agency on Aging (AAA) office regardless of the age of the individual for whom you are applying. Your local AAA should be listed in your phone book or call toll free 1-800-9863505 to get the contact information for your local AAA. Ask for the Medicaid Intake Case Manager at your local AAA office.

Selective Services

By Law, virtually all male U.S. citizens, regardless of where they live, and male immigrants, whether documented or undocumented, residing in the United States, who are 18 through 25, are required to register with Selective Service.

The law says men must register with Selective Service within 30 days of their 18th birthday. That means men are required to register with Selective Service sometime during the 30 days

before their 18th birthday, their 18th birthday, and the following 29 days after their 18th birthday – that is a 60-day registration period.

Men who do not register with Selective Service within the 60-day window are technically in violation of the law and should register as soon as possible. Late registrations are accepted up to the 26th birthday. However, once a man reaches his 26th birthday and still has not registered with Selective Service, it is too late!

Ways to register:

Online At: <https://www.sss.gov/Registration/Register-Now/Registration-Form>

Reminder Mail Back Card: Received via mail before 18th birthday. Complete & return back to Selective Service

High School Registrar Program: Check to see if your student's high school has a Registrar Member

Resources by County

Benton County

Vocational Rehabilitation Services (VRS): Provides quality individualized services to enhance and support people with disabilities to prepare for, obtain or retain employment. The individual will work closely with a VR counselor throughout the process. Through active participation in their rehabilitation, people with disabilities achieve a greater level of independence in their workplace and living environments.

615 N. 18th Street,
Suite 103 Lafayette, IN 47904-3413

Phone: 765-449-4278 Toll
Free: 877-847-9892 (V/VRS/711)
Toll Free Fax: 855-450-3575

Counties: Benton, Clinton, Fountain, Montgomery, Tippecanoe & Warren

Area IV Agency on Aging and Community Action Programs - Area IV Agency on Aging and Community

Action Programs, Inc is a private, not-for-profit organization working to make the best use of federal, state, and local resources in the form of programs or services. It is governed by a Board of Directors and operates from a central office in Lafayette and eight satellite offices in neighboring counties. It focuses on services and programs for the elderly and persons with disabilities of all ages by serving the counties of: Benton, Carroll, Clinton, Fountain, Montgomery, Tippecanoe, Warren & White counties.

For Transportation Services Contact: For a complete listing of fee-based and non-profit transportation for Area IV's service area, contact the Information and Referral Dept. at 800-382-7556 or 765-447-7683

Jasper County

Vocational Rehabilitation Services (VRS): Provides quality individualized services to enhance and support people with disabilities to prepare for, obtain or retain employment. The individual will work closely with a VR counselor throughout the process. Through active participation in their rehabilitation, people with disabilities achieve a greater level of independence in their work place and living environments.

954 Eastport Centre Drive,
Suite C Valparaiso, IN 46383-4456
Phone: 219-462-0521
Toll Free: 877-847-9888 (V/VRS/711)
Toll Free Fax: 855-450-3568
Counties: Jasper, LaPorte, Porter, Pulaski & Starke

Help at Home: Help At Home, LLC is a home care agency committed to enhancing the quality of life for our clients. We are dedicated to providing care that allows our clients to remain comfortable in their own homes with dignity and independence. This is often a viable alternative to living in a nursing home or long-term care facility.

600 S. College Ave., Rensselaer, IN 47978
Phone: (219) 866-0115

Jasper County Community Services: Jasper County Community Services, Inc. is a not for profit organization that was formed in 1975 to serve the community.

For Transportation assistance: You can reserve your ride up to 1 week in advance for a pick-up and drop off location. In Rensselaer call 219-866-8071 and in DeMotte or Wheatfield area call 219-987-7909. There is a charge for this service.

Vocational Rehabilitation Services (VRS)

Newton County

: Provides quality individualized services to enhance and support people with disabilities to prepare for, obtain or retain employment. The individual will work closely with a VR counselor throughout the process. Through active participation in their rehabilitation, people with disabilities achieve a greater level of independence in their work place and living environments.

110 W. Ridge Road
Gary, IN 46408-2709
Phone: 219-981-5326
Toll Free: 877-847-9891 (V/VRS/711)
Toll Free Fax: 855-450-3567
Counties: Lake & Newton

Newton County Community Services: Newton County Community Services is devoted to providing a broad array of emergency intervention and ongoing community services in cooperation with other community organizations to improve health, education, and welfare of individuals, families, and the community. 117 East State Street, Morocco, IN 47963 219 -285-2246

Transportation Services: Contact 219-285-2247

Help at Home: Help At Home, LLC is a home care agency committed to enhancing the quality of life for our clients. We are dedicated to providing care that allows our clients to remain comfortable in their own homes with dignity and independence. This is often a viable alternative to living in a nursing home or long-term care facility.

600 S. College Ave., Rensselaer, IN 47978
Phone: (219) 866-0115

Vocational Rehabilitation Services (VRS)

Pulaski County

: Provides quality individualized services to enhance and support people with disabilities to prepare for, obtain or retain employment. The individual will work closely with a VR counselor throughout the process. Through active participation in their rehabilitation, people with disabilities achieve a greater level of independence in their work place and living environments.

954 Eastport Centre Drive,
Suite C Valparaiso, IN 46383-4456
Phone: 219-462-0521
Toll Free: 877-847-9888 (V/VRS/711)
Toll Free Fax: 855-450-3568
Counties: Jasper, LaPorte, Porter, Pulaski & Starke

Pulaski County Human Services, Inc. - Non-profit organization that provides assistance to low-income, disabled, and elderly households, as well as general public-transportation and referral services in Pulaski County.

115 West Pearl Street, PO Box 32, Winamac, IN 46996

(574)-946-6500 – Winamac (877)-946-4211 - Toll Free

For Transportation Services Contact - Arrowhead Country Public Transit provides demand response, curb-to-curb 24 hours advance reservation public transportation service within Pulaski County. Door-to-door service is also available upon request for those needing reasonable assistance beyond the curb. PCHS-ACPT also provides

Vocational Rehabilitation Services (VRS)

subscription and specialized service as shared ride so it is common that passengers will be on board with others traveling to the same area.

Phone 1-574-946-6500 EXT 223, Toll Free 1-800-826-7871

Indiana Relay Service Dial 711 or TTY (800)111-1111 (For the Hearing Impaired)

115 W Pearl St PO Box 32 Winamac, In 46996 pulaskipchs@embarqmail.com

White County

: Provides quality individualized services to enhance and support people with disabilities to prepare for, obtain or retain employment. The individual will work closely with a VR counselor throughout the process. Through active participation in their rehabilitation, people with disabilities achieve a greater level of independence in their work place and living environments.

1914 South Dixon Road
Kokomo, IN 46902-7302
Phone: 765-455-5020
Toll Free: 877-715-5294 (V/VRS/711)
Toll Free Fax: 855-450-3576
Counties: Carroll, Cass, Fulton,
Howard, Miami, Tipton & White



Vocational Rehabilitation Services (VRS)

Area IV Agency on Aging and Community Action Programs - not-for-profit organization working to make the best use of federal, state, and local resources in the form of programs or services. It focuses on services and programs for the elderly and persons with disabilities of all ages

Transportation - White County Council on Aging Transportation – 574-583-0110 / 900-913-3582, call at least 24 – 48 hours in advance to schedule. Morning appointments only in Lafayette four mornings a week (Monday – Thursday).

General Resources for the Area

CDC – Resources - CDC Resources, Inc. is a not-for-profit human services provider with a long tradition of focusing on the advocacy and service needs of children and adults with developmental disability.

Monticello Center (Administration), 5053 Norway Road, Monticello IN 47960 574-583-8227
Rensselaer Center, 1320 E. Angelica, Rensselaer, IN 47978 219-866-3282

The Arc of Indiana – The Arc of Indiana is committed to all people with intellectual and developmental disabilities realizing their goals of living, learning, working and fully participating in the community.

143 W. Market Street Suite 200, Indianapolis, IN 46204
Phone: 317-977-2375 Toll Free: 800-382-9100 <https://www.arcind.org>

Local Chapter: Hoosier Prairie ARC, 5053 West Norway Road, Monticello, IN 47960
574-583-8227

IN*SOURCE - Providing Indiana families and service providers the information and training necessary to assure effective educational programs and appropriate services for children and young adults with disabilities.

1703 South Ironwood Drive, South Bend, IN 46613 800-332-4433 Email: insource@insource.org

Wabash Center- The Wabash Center has grown into a comprehensive service provider for those with disabilities or special needs that is leading the way to supporting individuals in their pursuit of quality of life for them and their families.
2000 Greenbush St, Lafayette, IN 47904 765-423-5531

Erskine Green - Erskine Green Training Institute (EGTI), founded by The Arc of Indiana Foundation, is the first of its kind postsecondary vocational training program in the country. Opened in 2016, EGTI provides training in hospitality, food service, healthcare, and inventory distribution.

601 S. High Street, Muncie, IN 47305 765.381.8071 or 877.216.2479

Valley Oaks – Valley Oaks Health objective is to provide high quality mental health services to the citizens of Carroll, White Fountain, Warren, Jasper, Newton, Montgomery, Benton, and Tippecanoe Counties. Valley

Oaks is committed to the importance of mental health for the social, economic, and cultural well-being of those communities.

Emergency Number: (800) 859-5553

Rensselaer Location: 131 W Drexel Parkway, Rensselaer (219) 866-4194

Otterbein Location: 606 North Maddox Road, Otterbein 47970 (765) 583-0186

Monticello Location: 920 West Executive, Monticello 47960

Four County Counseling Center: is a non-profit 501(c)3 and designated by the state of Indiana as the Community Mental Health Center, they service a great number of Hoosiers from surrounding counties in an effort to increase accessibility of care to residents residing in under-served areas. Community-based services include case management, home-based, school services, supported employment, outpatient individual and group clinic services, and medication management. Four County also offers additional residential services including supervised group living, transitional living, and an Acute Care Inpatient Unit. Four County is deeply committed to increasing access to care (and addressing service gaps in our communities), integrating physical and behavioral health well-being, and ensuring that services are rooted in quality and meaningful to our clients.

118 N. Sally Drive, Winamac, IN 46996

Phone: 574-946-4233 <https://fourcounty.org/>

TradeWinds Services – TradeWinds Employment Services department serves people with both intellectual and physical disabilities and is an agency for the State of Indiana FSSA Vocational Rehabilitation Services. TradeWinds Employment Specialists attend continuing education courses, and are certified to assist people with disabilities and work with employers. They are trained job coaches assisting clients in obtaining and maintaining employment, working on-site, hands-on or off-site behind the scenes.

3198 E 83rd Place Merrillville, IN 46410

219.945.0100 info@tradewindservices.org

Opportunity Enterprises – Opportunity Enterprises works to maximize self-sufficiency and enrich the quality of life for individuals with disabilities. Opportunity Enterprises is a waiver services provider for people who have received the Medicaid Rehabilitation Waiver or have received a referral through Indiana Vocational Rehabilitation.

2801 Evans Avenue, Valparaiso, IN 46383

Phone: (219) 464-9621

Voter Registration: Indiana residents with a valid Indiana driver's license or Indiana state-issued identification card will be able to use this online tool to submit a new voter registration application or to update an existing voter registration record.

317-232-6531 <https://indianavoters.in.gov/PublicSite/PublicMain.aspx>

Mental Health America in Indiana: A national organization, with over sixty local chapters and branch offices, making it the largest Mental Health Association in the country.

800-555-MHAI <http://www.mhai.net/>

OCR: This is a government website providing information on the rights and responsibilities of a student with a disability upon entering a post-secondary educational institution.

www.ed.gov/about/offices/list/ocr/transition.html

ACT: Everything you want to know about the ACT Assessment - disability accommodations, test prep, test sites and dates, college search, financial aid information, and much more.

www.actstudent.org

SAT: Information about the SAT Assessment – disability accommodations, test prep, test sites and dates, college search, financial aid information and much more.

www.collegeboard.com/splash

Selective Services: The law requires virtually all male U.S. citizens (regardless of where they live), and male immigrants residing in the U.S. (permanent resident aliens), to register within 30 days of their 18th birthday. 888-655-1825

<http://www.sss.gov>

SSI: A valuable resource about all social security programs. Apply for benefits, get addresses of local offices, request forms, and make connecting links to other social security online services.

www.socialsecurity.gov

Free Application for Federal Student Aid (FAFSA): Online submission is easier and quicker to complete with a shorter response time, though a paper copy is also available. The form is very similar to completing one's income taxes and information is required on parents and the student. Completing this form can qualify a student for federal grants, loans, or work study and should be completed as early as possible after the first of the year. www.fafsa.ed.gov

Indiana Protection and Advocacy Services (IPAS): IPAS staff includes disability rights advocates and attorneys who have the authority to pursue appropriate legal and administrative remedies on behalf of people with disabilities. 800-622-4845

<http://www.in.gov/ipas/index.htm>

IPMG: Case management for individuals utilizing the Developmental Disabilities, Support Services, and Autism Waivers. 866-672-4764.

Indiana State Library Talking Books: The TBBL provides large print books, braille books, and books on tape to Indiana residents who are unable to read regular print, because of a visual or a physical disability. 800-622-4970
<http://www.in.gov/library/tbbl.htm>

Indiana's Governor's Council for People with Disabilities is an independent state agency that facilitates change. Our mission is to promote public policy which leads to the independence, productivity and inclusion of people with disabilities in all aspects of society.
317-232-7770 <http://www.in.gov/gpcpd/index.htm>

Bureau of Developmental Disabilities Services (BDDS): BDDS provides funding for services for individuals with developmental disabilities.
800-545-7763 <http://www.in.gov/fssa/ddrs/4088.htm>

Bureau of Motor Vehicles (BMV): Drivers' license, Secure ID, License plates, vehicle titles, and driving records. 800-457-8283 <http://www.in.gov/bmv/>

Department of Workforce Development (DWD): Manages and implements innovative employment programs for Hoosiers, unemployment insurance systems, and facilitates regional economic growth initiatives for Indiana. 800-891-6499 <http://www.in.gov/dwd/index.htm>