

Hetlinger Community Developmental Disabilities Organization
UNIFORM ACCESS TO SERVICES
Regulation Number 30-64-25

PURPOSE:

The purpose of this policy is to ensure all people eligible for MR/DD services, as determined by the CDDO single point of entry system, have access to services.

POLICY:

Services will be offered and provided in a manner that does not discriminate against any person because of the severity of their disability.

PROCEDURES:

40076.All Community Service Providers must be affiliated with the CDDO and comply with their affiliate agreement which stipulates no provider may discriminate in selecting persons to serve based on the person's severity of disability.

40077.During any contract year when funding is sufficient to serve all persons determined eligible by the CDDO single point of entry referral system, the Community Service Provider will serve persons in a manner that is based on need, promotes choice, and is consistent with the person's Person Centered Plan.

40078.New person's must be served within an average of sixty (60) days from when funding for needed services is determined available by the CDDO.

40079.The CDDO may refuse to serve a person who is determined by the secretary to be inappropriate for community services because the person presents a clear and present danger to them self or to the community.

40080.During any contract year when funding is not sufficient to serve all persons determined eligible by the CDDO single point of entry the following will occur:

A.The CDDO will provide Targeted Case Management information to the person and the person's support network. The person will be encouraged to access TCM services from the TCM agency of their choice.

B.The Targeted Case Manager, CDDO, and person's support network will meet to discuss available options for services that will meet the person's immediate needs in order to remain in the community.

C.In the event the person does not choose to access available options, the TCM will maintain contact and continue to provide TCM services as outlined in K.A.R. 30-64-24.

D.The CDDO will report persons waiting for services through the BASIS system.

E.The CDDO will inform persons waiting for services, regarding the selection process for funding, and inform the person or person's guardian of the person's position on the waiting list if requested. The CDDO must first serve persons who are in crisis or at imminent risk as described in Appendix C of the CDDO/SRS contract.

5.In the event that a CSP reaches full capacity, the CSP will provide written notification to the CDDO so indicating. Full capacity is defined as the maximum number of persons the agency believes they can effectively serve to comply with licensing requirements.

6.The CDDO will search for or research new community resources and cooperate with affiliates in plans for increasing capacity.

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