



# Ready, Set, KNOW...

## DDA Signature Options

*What are my signature options for my DDA documents?*



**For individuals enrolled with DDA** you will sign many DDA documents with a Case Manager. DDA now offers a variety of signature options for these documents. It is important to know and understand the various options available to individuals and/or other authorized signers. This allows the signer to find the best and most appropriate option for them.

### DDA has two new signature options!

**Adobe E-Signature** – this is a way for you to sign some of your DDA documents through email. If you have an email address and access to a computer or smart device, this may be a good option for you.

**Voice Signature** – this is a way to approve your Person-Centered Service Plan over the phone on a recorded line. If you communicate with spoken words and have a phone, this may be a good option for you.

DDA will still accept written signatures and other electronic signatures, like Adobe Fill & Sign. How you sign your DDA documents is your choice.

**If you have questions or would like more information on your signature options, reach out to your case manager.**