



DEVELOPMENTAL DISABILITIES ADMINISTRATION (DDA)
Notice of Insufficient Information for Reapplication

Date:

APPLICANT NAME AND ADDRESS

LEGAL REPRESENTATIVE NAME AND ADDRESS

Dear _____ :

The Developmental Disabilities Administration (DDA) received your "Request for DDA Eligibility Determination" on _____. Your previous application for DDA eligibility was denied on _____, after a review of the records identified below:

DDA cannot process the current request because it does not contain additional or new information. In order for DDA to process this request, please provide additional or new information **within 30 days of this notice**. Please refer to Washington Administrative Code 388-823-1080(3), which is included below.

Thank you.

NAME TITLE PHONE NUMBER EMAIL ADDRESS

WAC 388-823-1080: If DDA decides that I do not meet the requirements for eligibility, how soon can I reapply for another decision?

- If DDA decides that you do not have a developmental disability as defined in this chapter, you may reapply only if:
- (1) Your eligibility was terminated because DDA could not locate you and you have subsequently contacted DDA;
 - (2) Your eligibility was terminated because you lost residency in the state of Washington and you have reestablished residency;
 - (3) You have additional or new information relevant to the determination that DDA did not review for the previous determination of eligibility; or
 - (4) DDA denied or terminated your eligibility based solely on your ICAP score and it has been more than twenty-four months since your last ICAP.