

DEVELOPMENTAL DISABILITIES ADMINISTRATION (DDA)
**Out-of-Home Services Agreement
for Youth (Age 18-20)**

This is an agreement between _____ and the Developmental Disabilities

YOUTH'S NAME

Administration (DDA). An Out-of-Home Services Agreement is required for individuals, aged 18 to 20 who have been approved for and in receipt of Out-of-Home Services (OHS), prior to their 18th birthday. It is understood by the youth that out-of-home services are voluntary. This agreement remains valid when the youth is actively working toward completion of their high school education, General Education Development (GED), or vocational school program. This plan cannot extend past the youth's 21st birthday.

YOUTH'S NAME (FIRST, MIDDLE, LAST)

DATE OF BIRTH

ADSA ID NUMBER

18-20 Year Old Client Agrees To:

I agree to continue receiving Out-of-Home Services with a DDA licensed / certified Provider in order to complete my high school education, GED or vocational program. I agree to:

1. Participate in Independent Living Skills programming when offered, available and appropriate.
2. Actively pursue completing my high school education, GED, or vocational school program.
3. Provide documentation of my educational / vocational school participation.
4. Follow the rules of the educational / vocational school program.

DDA Agrees To:

1. Continue to authorize out-of-home services needed to help enable the youth to complete his/her high school education, GED or vocational program.
2. Verify the youth's participation in an educational / vocational school program
3. Annually complete the person centered service plan and conduct health and safety visits with the youth every 90 days.

Limitations of This Plan:

1. This agreement will end when the youth completes his/her high school education, GED or vocational program or turns 21 years of age, whichever comes first.
2. This agreement will end if the youth stops actively working to complete his/her high school education, GED, vocational program or is terminated from those programs.
3. This agreement will end if the youth does not meet criteria for the DDA Home and Community Based Services waiver under WAC 388-845-0030

This agreement begins on _____ and ends by _____.

SIGNATURE OF CLIENT

DATE

SIGNATURE OF LEGAL GUARDIAN

DATE

SIGNATURE OF DDA SOCIAL SERVICE SPECIALIST

DATE

DISTRIBUTION: Original – DDA Client File Copies to: Client, Licensed Provider, and Legal Guardian

Instructions

How often must this form be completed?

This form is completed by the social worker and signed by the client and/or legal guardian upon receiving continued out-of-home services. This form is valid during the duration of placement between the ages of 18 and 21. This form needs to be signed as near to the client's 18th birthday as possible; however, cannot be signed prior to the client turning 18.

Must this agreement be signed every year?

The Out-of-Home Services Agreement only needs to be signed one time after the client and/or legal guardian agree to continued services, at the age of 18.

What do I do if the client and/or legal guardian do not agree to the terms of this agreement?

If the client and/or legal guardian do not agree to the terms of this agreement, the client is not able to remain in his/her current placement. The social worker should consult with his/her supervisor on what the next steps will be. The social worker should initiate notification and appeal right procedures. If no hearing is filed by the effective date on the Planned Action Notice, proceed with termination of services. If an appeal is filed regarding termination, proceed with continued services until the outcome is determined.