

# Developmental Disabilities Administration *Assessment*

Information about services and supports for people with developmental disabilities

## Introduction to the DDA Assessment:

The DDA Assessment is designed to discover the individual support needs of each person who is assessed.

The DDA Assessment helps Case Managers plan for services and supports to meet the needs of people with developmental disabilities.

The State Legislature must make decisions about funding and resources for services for people with developmental disabilities. When all individuals' needs are assessed with the same assessment tool, the Legislature and other decision makers are more likely to find the information reliable and useful in the decision-making process.

## How does the DDA Assessment help the person with developmental disabilities?

The DDA Assessment measures each person's individual support needed to participate in a variety of activities. In addition, it measures the person's support needed in the areas of behavior, employment, medical care, and caregiver needs. The DDA Assessment determines which programs and services the individual is eligible for, and how much service they can be authorized to receive.

## Who takes part in the DDA Assessment?

The Case Manager meets face-to-face with the person with developmental disabilities and at least one other person who knows the client well. The legal representative is always invited to attend.

## How long does the Assessment take?

The assessment interview usually takes from 2 to 4 hours depending on several factors. For example, a first assessment takes longer than a review. If the person also needs Medicaid Personal Care services, the Assessment will take more time.

## How often will the DDA Assessment happen?

People who receive paid services will have an Assessment at least each year. If a person's needs change during the year, there may be a need for a reassessment.

## What happens if the person does not want to have an assessment?

If the person does not want a DDA Assessment and lives in the community, it is difficult to know what supports are needed. The person may refuse an assessment but the DDA cannot authorize services without a DDA Assessment.

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## What makes up the DDA Assessment?

There are three sections, or modules, in the DDA Assessment:

### 1. The Support Assessment Module

The Support Assessment module includes the Supports Intensity Scale (SIS) for all clients age 16 and older. The SIS is a nationally recognized tool used in many states to measure the support needs of people with disabilities. Visit [www.siswebsite.org/index.wv](http://www.siswebsite.org/index.wv) to learn more about the SIS.

For children under the age of 16, a set of twenty questions is used to measure their support needs.

The Support Assessment module also includes an assessment of caregiver needs, behavior issues and protective supervision.

### 2. The Service Level Assessment Module

The Service Level Assessment module is used to assess the supports that are needed for daily living activities and personal care. The answers to these questions help Case Managers determine the personal care services the person will receive.

### 3. The Individual Support Plan

The Individual Support Plan (ISP) details the supports that should be in place to help meet the person's needs. The ISP details how much of a paid service the individual is eligible to receive, and who will be providing the service. The plan will also identify supports the person has for which the state does not pay. This plan will be printed and given to the client following the assessment and planning session.

## How does the DDA Assessment determine which services the person is eligible to receive?

The answers to the questions in the Support Assessment module and the Service Level Assessment module create what are called "acuity scores." Acuity scores are a measure of the intensity of a person's support needs compared to other individuals who have been assessed. The individual's acuity scores from their assessment help determine eligibility for programs and services such as:

- *Personal Care*
- *DDA Home & Community Based Services*
- *Respite*
- *Individual & Family Services*
- *Residential Services*
- *Employment or Community Access Programs*

## What if someone doesn't agree with the results of the DDA Assessment?

If someone disagrees with the results of the DDA Assessment, an appeal can be filed. The Case Manager will provide information at the Assessment meeting on appeal rights for department decisions based on the DDA Assessment.

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### What if I have more questions?

Call your Case Manager or visit the DDA Assessment website at: [www.dshs.wa.gov/ddd/CAP.shtml](http://www.dshs.wa.gov/ddd/CAP.shtml)