

Mary Lee Fay
Authorized Signature

Number: SPD-AR-11-069
Issue Date: 9/19/2011

Topic: Developmental Disabilities

Due Date: 10/1/2011

Subject: DD (eligible) Notice of Eligibility Determination

Applies to (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Seniors and People with Disabilities |
| <input checked="" type="checkbox"/> County DD Program Managers | <input checked="" type="checkbox"/> Other (please specify): DD eligibility specialists |

Action Required:

The Notice of Eligibility Determination (eligible), form 5103, has been modified to include an area for the specific (primary) DD eligibility condition to be identified on the form.

Effective October 1, 2011 all (eligible) Developmental Disability (DD) eligibility determinations must be issued on the modified version of the Notice of Eligibility Determination (form 5103). The only condition that should be listed in the identified space should be the primary condition that qualifies the person for DD services (even if the person has multiple developmental disability diagnosis or other medical conditions.)

The instructions for the Notice of Eligibility Determination, form 5103INS, have also been revised and now include instructions for completing this new section on the Notice of Eligibility Determination.

Revised forms can be found on the DHS forms website:
<https://apps.state.or.us/cf1/FORMS/>

Reason for Action:

To clarify the specific reason a person has been determined eligible for DD services.

Field/Stakeholder review: Yes No

If yes, reviewed by:

If you have any questions about this action request, contact:

Contact(s):	Chelas Kronenberg		
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