

Information Memorandum Transmittal Developmental Disabilities Services



Anna Lansky

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Number: APD-IM-19-082

Issue date: 10/25/2019

Topic: Developmental Disabilities

Due date:

Subject: Authorized Representatives and DD services.

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: {Select type} | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Aging and People with Disabilities | <input checked="" type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input checked="" type="checkbox"/> ODDS Children's Intensive In Home Services |
| <input checked="" type="checkbox"/> County DD program managers | <input checked="" type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input checked="" type="checkbox"/> Support Service Brokerage Directors | <input type="checkbox"/> Other (<i>please specify</i>): |
| <input checked="" type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Message:

On March 1, 2019, the administrative rules for Aging and People with Disabilities (APD) and Self Sufficiency Program (SSP) benefits around Authorized Representatives were changed. Individuals receiving developmental disabilities services who also get certain other benefits through the Department (e.g. TANF, SNAP, OSIP) may receive or have received a letter that informs them they may only have one Authorized Representative for these other benefits. The letter asks them to send in a form to identify a single Authorized Representative, if they want one.

The Authorized Representative identified on the form does not, by being assigned as the Authorized Representative, have the authority to act as a designated representative for the purposes of authorizing or implementing an ISP. The authorized representative for APD and SSP benefits may or may not be the designated representative in connection with the provision of ODDS supports. Nothing about the appointment of a designated representative has changed as a result of these new rules or role.

Questions about the Authorized Representative should be directed to the [local Seniors](#)

[& People with Physical Disabilities office.](#)

If you have any questions about this information, contact:

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