



Sedgwick County...
working for you

Sedgwick County Developmental
Disability Organization (SCDDO)

FACTS&details

about Sedgwick County Government

August 2020

Initial Intakes

Step 1: Getting Started

To begin the Intake process please contact a Services Access Specialist at 316-660-7630 or email scddo@sedgwick.gov. Our intake packet is also available on our website at www.sedgwickcounty.org/cddo

Step 2: Gathering Information

The following is a list of the items you will need to bring to your initial intake appointment. Many of these items may be brought with you to the appointment, if necessary the items can be mailed to the CDDO, faxed in advance to Attn: SAO, 316-660-4911, or emailed to scddo@sedgwick.gov.

Required Documentation:

- Medical examination report (physical) completed within the last 2 years
- Psychological evaluation (Applicants age 7+) completed within the last 3 years
- Copy of most recent individualized education plan (IEP) *Note: IEP should be submitted for current students only*
- Developmental Delay Checklist (provided) for children ages 6 and under
- Copy of Social Security card
- Copy of Medicaid card, if applicable

Additional Preferred Documentation (if available):

- Copy of government issued ID, if applicable (applicant/parent/guardian)
- Copy of birth certificate
- Copy of guardianship or durable power of attorney paperwork, if applicable

Step 3: Intake and Eligibility Determination

Service Access Specialist will be in touch with you to schedule an intake meeting after the required documentation is gathered. At this meeting they will give you more information about services available, and answer any remaining questions you may have. Following the meeting and the receipt of all required documentation, eligibility for IDD services will be determined.

How long does it take to process my information?

Once all of the *required* information is received our goal is to have a decision to you in writing within five to 10 business days. Please be aware that in certain situations additional evaluation may be needed to determine eligibility.



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If I am determined eligible for I/DD Services, what will be expected of me?

Individuals ages 5 and up will be required to complete a functional assessment within 30 days of notification of eligibility. This assessment will determine eligibility for the HCBS IDD waiver funding.

You may chose to access Targeted Case Management (TCM) services if you have Title XIX Medicaid or if not Medicaid funded are willing to private pay for TCM services. If you chose to receive TCM services we will refer you to your chosen agency within 10 business days.

Is there a waiting list for all services?

There is not a waiting list for services. However, there is a waiting list for HCBS-IDD Program funding. You may be eligible for other funding through SCDDO programs such as Family Support, One Time Funds, Incidental Client Support, etc. You can also chose to private pay.

What if I cannot find my Social Security card?

We will accept any official communication from the Social Security Administration that shows the social security number in writing. This could include a benefit letter or acknowledgement of a replacement card request.

For More Information:

Sedgwick County Developmental Disability
Organization
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