

**LAKE COUNTY BOARD OF DD/DEEPWOOD**

**BOARD POLICY**

Reviewed and Adopted by the Board:

Date: August 22, 2022

Signature on File

Elfriede Roman, Superintendent

**I. SUBJECT: ELIGIBILITY FOR COUNTY BOARD SERVICES**

**II. PURPOSE:**

To establish the Board's policy and describe the Board's procedures regarding eligibility for county board funded programs and services operated by the Lake County Board of Developmental Disabilities/Deepwood.

**III. REFERENCES:**

ORC 5122.01 Hospitalization of Mentally Ill Definitions

ORC § 5126.041 Eligibility Determinations

OAC 5123-4-01 Administration and Operation of County Boards of Developmental Disabilities

OAC 5123-10-02 Early Intervention Program – Eligibility and Services

OAC 5123-4-02 Service and Support Administration

LCBDD/Deepwood Policy A-6, Informal Concern/Complaint Resolution

LCBDD/Deepwood Policy A-24, Establishment of Waiting Lists for County Board Funded Programs and Services

LCBDD/Deepwood Policy C-1, Administrative Resolution of Complaints

LCBDD/Deepwood Policy D-2, Non-Discrimination

**IV. DEFINITIONS:**

- A. Resident - An individual whose current legal residence is Lake County.
- B. Ohio Eligibility Determination Instrument (OEDI) - The assessment tool prescribed by the State of Ohio to determine substantial limitations for persons age sixteen and over with Developmental Disabilities.
- C. Children's Ohio Eligibility Determination Instrument (COEDI) - The assessment tool prescribed by the State of Ohio to determine substantial limitations for children ages six through fifteen with Developmental Disabilities.

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- D. Intellectual Disability, for purposes of this policy, is defined as a disability characterized by significant limitations in both intellectual functioning and in adaptive behavior, which covers many everyday social and practical skills and that manifests prior to the age of 22.
- E. Developmental Disability, for purposes of this policy, is defined as a severe, chronic disability that is characterized by all of the following:
- 1) Is attributable to a mental or physical impairment other than a mental or physical impairment solely caused by mental illness as defined in division (A) of section 5122.01 of the revised code;
  - 2) Is manifested before the person attains age twenty two; and
  - 3) Is likely to continue indefinitely; and
  - 4) It results in one of the following:
    - a) In the case of a person under age three, at least one developmental delay or risk of developmental delay.
    - b) In the case of a person at least age three but under six, at least two developmental delays or an established risk.
    - c) In the case of a person age six or older, a substantial functional limitation in at least three of the following areas of major life activity, as appropriate for age: self-care, receptive and expressive language, learning, mobility, self-direction, capacity for independent living, and, if the person is age sixteen or older, capacity for economic self-sufficiency.
  - 5) It causes the person to need a combination and sequence of special, interdisciplinary, or other type of care, treatment, or provision of services for an extended period of time that is individually planned and coordinated for the person.
- F. Early Intervention (E.I.) Eligibility, for purposes of this policy, is defined as meeting the following criteria:
- 1) under three years of age,
  - 2) have a developmental delay in one or more of the following areas, as measured by a research-based developmental evaluation tool and informed clinical opinion as defined by the Ohio Department of Health:
    - (i) Cognitive development,
    - (ii) Physical development, including vision hearing and nutrition,
    - (iii) Communication development,
    - (iv) Social or emotional development,
    - (v) Adaptive development (self-help), or
  - 3) have a diagnosed physical or mental condition that has a high probability of resulting in a developmental delay or disability that is based on a written medical report, or
  - 4) have already been determined Part C eligible in the state of Ohio.

**V. POLICY:**

- A. It is the policy of the Lake County Board of Developmental Disabilities/ Deepwood that only those individuals eligible for services receive services.
- 1) Initial eligibility determination shall be made by Service and Support Administration within Forty-Five (45) days of the request for services or after all necessary information has been received from the referring party or applicant. Persons determined eligible may be referred for further evaluation by Service and Support Administration then to the appropriate program which they meet the criteria for services. Infants and toddlers under the age of three in the Help Me Grow Program are screened by Crossroads Health.
  - 2) Redetermination shall be made by Service and Support Administration.
  - 3) When the Service & Support Administration department refers an individual to another program area that program area may evaluate further to determine if the criteria specific to the program area is met.
- B. Anyone determined ineligible for county board funded programs or services shall be notified of the decision by the Superintendent or designee, via certified mail, with a copy of Board Policy C-1, Administrative Resolution of Complaints – Appendix A. All persons found ineligible shall be referred to alternative services, via sending information on how to access the community resource directory on the Agency’s website and/or the individual may request to have one mailed.
- C. If an individual qualifies for enrollment in a Board program or service area, all reasonable efforts shall be made to accommodate and meet any special needs of the prospective enrollee, given available Board resources. Whenever capacity limits enrollment in a county board funded program or service, a waiting list shall be maintained by the Service and Support Administration Department. This waiting list shall be administered in accordance with Board Policy and rules set forth by DODD.

**VI. DISTRIBUTION:**

Board Members  
All Management Staff  
All Staff (via Department Managers)  
LEADD President

**VII. REVIEWED:**

8/22, 8/20, 8/18, 8/17, 8/16, 8/15, 8/14, 6/13, 5/12, 6/08, 6/06, 7/04, 11/03, 5/03; 5/01; 9/98; 4/93; 10/91; 8/91