

ATTACHMENT B

Ohio Department of Mental Retardation
and Developmental Disabilities

ODDP

Ohio Developmental Disabilities Profile

A Handbook for Individuals & Families

Ohio Department of Mental Retardation
and Developmental Disabilities



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*To guide to assist individuals and their families with
understanding the Ohio Developmental Disabilities
Profile (ODDP)*

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1. What is the ODDP?

The Ohio Developmental Disabilities Profile (ODDP) is an assessment tool for individuals enrolled on the Individual Options (IO) Home and Community Based Waiver. The ODDP contains a series of questions created and designed to determine an individual's service needs. The answers to these questions provide information about an individual's service needs and circumstances. The answers to the questions are scored by the Ohio Department of MR/DD.

The purpose of the ODDP is to ensure that individuals across the State of Ohio who have similar needs and circumstances receive services at levels of funding through the IO waiver that are comparable. This allows counties to be better able to predict their costs and ensures better consistency of service delivery across a statewide service delivery system.

2. When will this assessment be done?

When a person enrolls on IO, the assessment will be completed as part of the enrollment process. You may want to check with your Service Support Administrator (SSA) to see if an ODDP already has been completed. You have the right to know the funding range that resulted from the ODDP assessment. Ask your SSA for this information.

You cannot appeal the funding range, but once the individual service plan is developed, individuals have full Medicaid appeal rights for any action regarding their waiver services. Disenrollment may be proposed but you will be afforded your hearing rights.

16. Can I get a copy of the ODDP?

Yes. You can view a blank copy of the tool on ODMR/DD's website at: www.mrdd.ohio.gov Your county board can also give you a copy of your own completed ODDP.

17. Will I be given the dollar amount to the questions? Who has that information?

Specific dollar amounts are not linked to each question in the ODDP. Answers to each of the questions are scored, sometimes in conjunction with other questions. These scores result from a computer program that is available only to certain people in the ODMR/DD.

18. Who will inform me of what my score and funding are from the ODDP?

Your SSA can provide you with your score and the range your score places you in.

19. How do I find out what my current costs for services are?

Your SSA should be able to tell you the costs for your current waiver services.

- 12. What is prior authorization?**
 Prior Authorization allows a person to receive waiver services that result in an individual funding level above his/her funding range. ODJFS has created a rule (Section 5101:3-41-12) in the Administrative Code which must be met to obtain this approval. If you are not able to locate this rule, please contact your county board for a copy.
- 13. If I do not meet the criteria to obtain prior authorization approval, do I have time to re-arrange services so that I have a funding level that is within my funding range?**
 You should work with your SSA and team to develop a plan that meets your needs within your funding range.
- 14. Will my day programs be included in my funding level within my funding range?**
 No. They will be outside of this range at this time.
- 15. If I am unable to transition, will I be disenrolled from the waiver?**
 You would first need to meet with your team and make certain you exhausted all available options to determine this.

- 3. Who asks the ODDP questions?**
 Only a person who has been trained and certified by the Ohio Department of MR/DD can complete this assessment and enter the information into the Department of MR/DD's online system, which calculates the score. Employees of county boards or councils of governments acting on behalf of the county board will complete the ODDP. It is the responsibility of the county board to complete the ODDP's.
- 4. How will I be informed that this assessment will be done?**
 Your SSA will contact you or your SSA will contact your guardian, if you have one, or if you are a minor, your parents. It is most important to have people that best know you to take part in the assessment.
- 5. What happens to my answers?**
 Your SSA puts your answers into a computer program that is on a website and sends it to the ODMR/DD. The score links you to a funding range that will help you plan for services.
- 6. How is my actual dollar amount for services determined?**
 The development of the Individual Service Plan (ISP) and the resulting cost of the ISP services that are covered by the waiver is what determine the funding level.
- 7. What is the difference between a funding range and an individual funding level?**
 The ODDP dictates a range of funding within which your services must fall. The planning process determines an actual funding level within that range.

8. **How were the funding ranges developed?**
The ODMR/DD used information from statistically valid samples of people enrolled in the IO and Residential Facilities waiver during 2003 and also analyzed the claims paid to provide services for the same time period to these individuals.

9. **Can I change my funding range? If so, how?**
Since the ODDP determines a funding range, answers to some or all of the questions in the ODDP would need to change in order to result in a change to your funding range. The ODDP can be re-administered if there is a “significant change in your life circumstances”. Some examples of “significant changes in your life circumstances” could result from a:

- Change in routine voluntary care being provided to you;
- Change in residential setting, including a change in the number of persons living in your home with whom you share waiver services;
- Changes in behavior issues; or,
- Changes in medical conditions.

10. **What if I don’t agree with the funding range to which I have been linked?**

First, make sure you and the people closest to you were able to and did provide input to the person that recorded the answers to the ODDP questions. Review the answers to the questions and discuss any issues or concerns with how the questions were answered with that person.

11. **If I don’t agree with the range or I don’t feel that my needs can be met within the funding range, what is the next step?**

While you cannot appeal the ODDP score that results in a funding range, you can appeal the type and amount of Medicaid funded waiver services that the county board proposes to include in your ISP. You or your guardian and county board may ask the ODMR/DD to review and approve services that result in an individual funding level that exceeds the funding range established for you by the ODDP. This request will begin the first step of the prior authorization process to approve waiver services that result in an individual funding level that is higher than your assigned funding range. This process will result in an approval of services by either the ODMR/DD or the Ohio Department of Job and Family Services (ODJFS). In either instance, you will be given your appeal rights, which tell you how to ask for a hearing with a third party where you can talk about your concerns. You can request a hearing through the local County Department of Job and Family Services by sending a request to:

Bureau of State Hearings
P.O. Box 182825
Columbus, Ohio 43218-2825

You may also fax information to 614.728.9574 or call the Consumer Hotline at 1.866.635.3748.