

# Developmental Disabilities Administration (DDA) Services for Kids with Special Needs

DDA Eligibility is based **ONLY** on disability, **NOT** on income.

This can help families who can't afford the care their kids need, but are over income limits for other help.

If your child is eligible for DDA, s/he will be in one of two categories of DDA clients below:

**Q: Why apply to DDA when everyone says there are no services?**

**A: Because...**

- Some kids do get DDA services, right away.
- Becoming a client as a child helps ensure that services are available as an adult.
- Being a DDA client is required to get help from some other programs.
- DDA clients who don't get paid services do get useful info and updates.
- In a crisis, a child can get help more quickly if s/he is a DDA client.
- DDA clients are in line for services when funding becomes available.
- It's important that the government know how many kids need and should be getting help but can't, due to lack of funds.

## DDA Clients with No Paid Services (NPS) No Caseworker, but:

- Can request 2 weeks of respite care in a Kitsap County facility for Children/Youth, if age 9 – 21.
- Can request Individual Family Services\* (IFS), which can pay for services to help families support their child.
- Can request a Waiver\*
- If in crisis, may be eligible for paid services, short term services, behavior management, or nursing.
- If on Medicaid, can be assessed for Medicaid Personal Care services
- Can be put in line for paid services at age 18.
- Reduced bus fares, fishing license, entry to National Parks, and camping fees.

## DDA Clients with Paid Services (PS)

Caseworker and gets one or more of these services:

- Home and Community Services through a Basic Plus or CIIBS Waiver\*
- Medicaid Personal Care\*
- Individual Family Services (IFS)\*
- In-home nursing through the Medically Intensive Children's Program (MICP)

See our easy-to-read handout: [Is my child eligible for DDA Services?](#)

COMMUNITY HEALTH



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# How to Apply for Developmental Disabilities Administration (DDA) Services for Your Child

**STEP ONE:**  
Call the Bremerton DDA office at 360-475-3490 and ask to apply for DDA for your child.

DDA will mail you an application packet. (Or you can go to their office and pick it up.)

**STEP TWO:**

- Fill out all parts of DDA application.
- Be sure to fill out and sign consent forms.
- Gather evaluation and diagnostic reports (e.g. special education records, diagnostic medical records, psychological evaluations, etc.) and include them with the application. If you don't know how to get these records, ask DDA for help.
  - ✓ Always keep copies of all of your child's diagnostic information and special education records (especially 3-year evaluation reports)!
  - ✓ Schools destroy records after 7 years, so when your child leaves school, be sure to ask for his or her special education records. Having these records can be critical to be eligible to receive adult services later in life!!
- Mail all parts of application to DDA or drop it off at the DDA office c/o Olympic Center at 3423 6<sup>th</sup> St. Bremerton, WA 98312

- DDA will send you a letter saying whether or not your child is eligible for DDA.
  - ✓ *It can take up to 90 days to hear if your child is eligible.*
- If your child is eligible, the letter will say s/he is a DDA client with "No Paid Services" (NPS) and it will include the NPS phone number.

**STEP THREE:**

- Now that you know your child is eligible for DDA, call the NPS phone line, 1-800-735-6740, to request services. Your child may be eligible for Individual and Family Services Program, or for DDA "waiver" services.
  - ✓ *DDA will not call you unless you call them first!*
- Tell DDA what you need help paying for, e.g., behavior therapy, respite services, help taking care of him/her in your home, funding for summer camp, etc.
- If your child is on WA Apple Health for Kids (Medicaid), ask to set up an assessment to see if your child can get Community First Choice Personal Care services (formerly called Medicaid Personal Care.)