



Developmental Disabilities Checklist

***NOTE: ANY disability before the age of 22 should call to see if they qualify for services**

- **Birth to 3 years old contact earlySteps** at 925-2426 or toll free 800-861-0241 to see if your child qualifies for their services. www.earlysteps.dhh.louisiana.gov/
- During the earlySteps application process make it known that **YOU ARE VERY INTERESTED IN EVERY SERVICE OFFERED!** That gives your child a protective date for future services that have long waiting lists.
- Be sure to keep a copy of your earlySteps application. Some services can have a 10 year waiting list and the date on the earlySteps application will be VERY IMPORTANT for the (NOW) New Opportunities Waiver and Flexible Family Fund.
- Mail application certified if possible. As soon as you get approved for earlySteps and complete your individual family service plan (IFSP) you can call **South Central Louisiana Human Services Authority (SCLHSA)- Developmental Disabilities Services and Programs** to request an application for the Flexible Family Fund.
- At age 3 (2years 9 months), your child's records will be transferred from earlySteps to **South Central Louisiana Human Services Authority (SCLHSA)- Developmental Disabilities Services and Programs**. If you have not received a letter from SCLHSA by the time your child reaches 3 years and ONE MONTH, contact SCLHSA ASAP at 985-449-5167 or toll free 1-866-768-8824 to make sure they have received your child's records and that the date is correct from your earlySteps application.
- Your information will also be forwarded to the school system with Pupil Appraisal. You will need copies of your child's current, signed and dated evaluation and (IEP) Individual Education Program for some services.

Important: *If you did not go through earlySteps and the disability happened before the age of 22, the single point of entry for services is SCLHSA and you should call them.*

South Central Louisiana Human Services Authority
985-449-5167 or toll-free 800-768-8824
<http://www.sclhsa.org/developmental-disabilities/>

Developmental Disabilities Services and Programs

- **New Opportunities Waiver (NOW)-** SCLHSA processes the NOW application. **NOW waiver provides personal care attendants, home and vehicle modifications, and more.** After the application is processed by SCLHSA, your child's name will be placed on the NOW registry that is maintained by **Statistical Resources**. We recommend calling **Statistical Resources** every year to verify your child's name is still on the registry. **800-364-7828**.
- **Family Support-** can request assistance with things such as but not limited to diapers/respite
- **Behavioral Support-** provides support to the family/individual with assessments and behavior plans
- **Supports Waiver-** 18 and older without a waiver can attend a dayhab and get some respite
- **Group Home Placement-** if someone needs to be placed in a group home
- **Residential Options Waiver-** for individuals who want to move out of a residential setting
- **Flexible Family Fund** (formally called Cash Subsidy)- if you qualify, it provides \$258 monthly stipend. You will need to provide a copy of the child's **current, signed and dated** Individual Education Program (IEP) from the child's school every year. It is critical that you request this service at the initial contact with SCLHSA because this process places the child on a separate waiting list for this service.
- **Important:**
 - **Keep all copies of paperwork.**
 - **Keep all of your papers in one place like a folder, book, or bag.**
 - **Keep notes of who you spoke with and what was said.**
 - **When you have to mail in documents/paperwork, try to mail it certified so you will have proof that it was sent and received.**
 - **Check with the agency about hand-delivery because some do require a postmark date from the post office.**
 - **If your name comes up for the NOW Waiver and you feel you do not want services at that time, you need to send a letter stating that you want to go INACTIVE. This will keep your name on the registry should you need it in the future.**
 - **Open mail immediately from agencies like SCLHSA, Office of Citizens with Developmental Disabilities (OCDD), Statistical Resources (SRI) and LA Dept. of Health and Hospitals (DHH).**
 - **ALWAYS notify the agencies of any changes in your address or phone numbers**

For more information contact
Bayou Land Families Helping Families
985-447-4461
Toll free 1-800-331-5570
www.blfhf.org