NEW YORK STATE OF OPPORTUNITY. | Office for People With Developmental Disabilities

CERTIFIED RESIDENTIAL OPPORTUNITIES

H004 Notification of Residential Support Category

Date of Determination:

To:
(Name of Care Manager/Referral Source)

From: The Certified Housing Team
Service Access, Program Implementation, & Stakeholder Support
Regional Field Office (RFO):

The Housing Team has reviewed the certified residential referral packet for
and assigned a residential support category. The Certified Housing Team has made the following recommendations for next steps or needed follow up until an appropriate residential opportunity is found.

Please note:
It is the responsibility of the care manager/referral source to provide the Certified Housing Team with all status updates. If there is a change in the person's circumstances the care manager/referral source **must** immediately notify the Housing Team and provide all necessary updated information, to minimally include: updated H005-Certified Residential Opportunities Referral form and updated supporting documentation. ***If there is a change in Care Manager or provider of care management services, the legacy Care Manager Supervisor must immediately notify the Certified Housing Team of the change, to ensure continued support for a certified residential opportunity.***

Name of Person: **TABS ID:**

Residential Support Category Assigned:

The following certified setting(s) has been recommended: ☐ **Family Care** ☐ **Supportive IRA** ☐ **Supervised ICF** ☐ **Supervised IRA**

Is this a residential support category redetermination? ☐ **Yes** ☐ **No**

Name of OPWDD staff:

Signature:

Date:

RESIDENTIAL SUPPORT CATEGORIES

Emergency Need

People are designated as EN when any of the following are applicable:

(1)the person has no permanent place to live or is at imminent risk of having no permanent place to live; (2)there is an imminent risk to the health and safety of the person or others; (3)the primary caregiver of the person is incapacitated (for example, due to long term illness or permanent injury) and there is no other available caregiver; (4)the person is ready for discharge from a hospital or psychiatric facility; (5)the person is ready for release from incarceration; (6)the person is in a temporary setting, such as a hotel, shelter, hospital, or emergency department;

(7)the person is transitioning from any of the following settings: (a)residential schools (including, but not limited to Children's Residential Projects [CRP]), currently in their graduating year, and without a viable and timely plan for securing housing; (b)developmental centers, including, but not limited to, Intensive Treatment Option (ITO) programs; or Skilled Nursing Facilities;

(8)the person is a member of the Willowbrook Class whose residential opportunity is closing or closed, or can no longer meet the health and safety needs of the person; or (9)the person is a member of the Willowbrook Class who is currently in a Skilled Nursing Facility (SNF) and seeking a less restrictive setting.

Substantial Need

People are designated as SN when any of the following are applicable:

(1)the person is at increasing risk of having no permanent place to live, including when the person's family or caregivers are becoming increasingly unable to continue to provide for care to manage the person's needs;

(2)there is increasing risk to the health and safety of the person or others.

(3)the person is in a residential school (including, but not limited to a CRP), Comprehensive Adult Transitional Housing (CATH), or Extended Treatment Units (ETU), and is not currently ready for discharge or transition from those settings.

Current Need

People are designated CN when either of the following sets of criteria are applicable:

(1) the person:

(a)has a need for certified residential services; (b)is ready to actively seek a residential opportunity; and (c)does not meet the criteria to be designated as having Emergency Need or Substantial Need

OR

(2)the person is 16 years of age or older and:

(a)resides in a residential school (including, but not limited to a CRP), and does not have identified an alternative adult residential placement or housing option;

or

(b) is placed by the New York City Administration for Children's Services (ACS) with Another Planned Permanent Living Arrangement (APPLA) goal, and does not have identified an alternative adult residential placement or housing option;

A party who objects to their designated residential support category may submit a written request for reconsideration that briefly explains their objection, and the specific reasons why they think their residential support category should be modified. The written request must be submitted to the RFO Director via email within thirty (30) days of receiving this notice.

The RFO Director, or their designee, will review the objection and current residential support category, obtain necessary information, render a written decision and notify all relevant parties of the decision in writing. The RFO Director or their designee may also schedule a meeting with the relevant parties in an attempt to resolve the matter in a mutually satisfactory way.

If the objecting party is not satisfied with the RFO Director's decision and wishes to appeal, a written appeal must be made to the Commissioner of OPWDD or their designee within fourteen (14) days of receiving the RFO Director's decision. The Commissioner or their designee will review the administrative record and issue a written decision.