

Wood County Board of Developmental Disabilities

PROCEDURE

Procedure #: 02-ALL-ALL-0664 (SS)  
Effective Date: 11-19-03  
Person Responsible: Director of Service and Support Administration

Subject: Disenrollment from Waiver Services  
Last Revision: 08-07-17

Approvals/Date: Brent Olson 8-24-17  
Superintendent, WCBDD Date

Charles R. [Signature] 8/24/17  
Department Director Date

1. Wood County Board of DD will ensure that they are in compliance with rules of ODDD and ODJFS with regard to suspensions and disenrollments from waivers.
2. Suspension or disenrollment of an individual's waiver will occur under the following situations:
  - a. Death
  - b. Fails/refuses to use HCBS Waiver Services
  - c. Extended hospitalization or any change which affects level-of-care
  - d. Incarcerations
  - e. Individual requests disenrollment
  - f. Individual moves out-of-state
  - g. Admitted to hospital, NF ICF or incarcerated, if reasonably expected to last more than 90 days
  - h. The Board determines that health and safety needs cannot be met
  - i. Individual ceases to meet eligibility criteria for enrollment

When one of the above situations arises, other than death of the individual, the Service Coordinator will meet with the individual to discuss the suspension or disenrollment and the consequences of that action, prior to any action being taken.
3. The Service Coordinator will inform the individual of the right to appeal and to a state hearing. The Service Coordinator is responsible for notification of the provider of the last day of services.

References: OAC 5123:2-9-01

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