

## TRUMBULL COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Procedure

Section 8.19.1

### Service Funding Needs Assessment

#### Purpose:

The Service & Support Administrator will follow this procedure in accordance with **TCBDD Board Policy Service Funding Section 8.19** to determine if an individual's services meet their need and medical necessity and assurance of health and safety in the most efficient and effective manner.

If an Individual Options Waiver recipient is currently receiving 1:1 or 1:2 services, the SSA will follow this procedure to determine if the services meet the individual's need, medical necessity, and assurance of health and safety in the most efficient and effective manner.

#### Procedure:

- A. At the annual meeting, the SSA will complete the *Service Funding Needs Assessment* with the team members.
- B. The SSA will give the completed *Service Funding Needs Assessment and any supporting documentation* to a SSA Supervisor.
- C. The Residential Review Committee will review the individual's *Service Funding Needs Assessment*.
- D. The SSA Supervisor will return the *Service Funding Needs Assessment* to the SSA with the Residential Review Committee's decision for either an approval or disapproval for the requested services.
- E. The SSA will inform the team members of the Residential Review Committee's decision and as necessary, assist individuals/parents/guardians to develop voluntary and natural supports, shared funding opportunities to reach their preferred support level.

Effective: 7/22/13