



Department of Developmental Disabilities

What are the steps to the referral process?

Step 1 : Contact the Auglaize County Board of DD to begin the referral process.

Auglaize County Board of Developmental Disabilities
20 E. 1st Street
New Bremen, OH 45869 (419) 629-2419

Step 2 : You will be contacted by a representative of WestCON to begin the eligibility process. You will be asked to sign record release information so WestCON is able to gather medical and psychological testing information to assist with determination

Step 3: A WestCON Representative will contact you to arrange a meeting to administer the eligibility test or (COEDI or OEDI)

Eligibility Criteria:

School Age (COEDI)

- **Ages 6+:** Standard assessment tools are used to measure an individual's current functional abilities in life activity areas – mobility, self-care, self-direction, capacity for independent living, learning, and receptive and expressive language skills.

Adult Services (OEDI)

- **Ages 16 +:** Standard assessment tools are used to measure an individual's current functional abilities in life activity areas – mobility, self-care, self-direction, capacity for independent living, learning, and receptive and expressive language skills for ages 16 and , the tool also measures economic self-sufficiency.

To be eligible for services, an individual must show substantial functional limitations in at least three of these areas. The tools used are the Children's Ohio Eligibility Determination Instrument (COEDI) for children ages 6-15, and the Ohio Eligibility Determination Instrument (OEDI) for individuals ages 16 and older. If you'd like to learn more about these tools, you can review these documents used to administer the assessments at the following address:

<http://dodd.ohio.gov/CountyBoards/Eligibility/Pages/COEDI-OEDI.aspx>

Step 4: Once eligibility has been determined, a letter will be sent to you informing your family member if they qualify to receive support services from this agency.

Step 5: If a person is eligible for services, a request for Service and Support Administrative Services must be signed and returned.

Step 6: A letter will be sent to you listing who your Service and Support Administrator (SSA) is going to be. It is a good idea to touch base and introduce yourself at this point and is a good opportunity to ask questions.