

Instructions for Submitting a SIS-A[®] 2nd Edition Request for Reassessment

Who Qualifies for a SIS-A 2nd edition Reassessment?

To qualify for a SIS-A 2nd edition reassessment the following criteria must be met:

1. The individual must have been receiving residential services between 1/1/23 and 12/31/23.
2. The assessment must have been completed between 1/1/23 and 12/31/23 and resulted in a Needs Group (NG) decrease of two or more levels.
3. The decrease in two or more levels cannot be attributed to a manual assignment of 5/4, meaning there must be at least two SIS assessments on file.

How to Request a SIS-A 2nd Edition Reassessment

Requests for SIS-A 2nd Edition Reassessments can only be submitted using this link:

<https://forms.office.com/g/OPRyeDT5HS>.

The deadline for submissions is 7/8/24. Requests will not be accepted after this date.

Before submitting the request form, please collect the following information to help you complete it:

- MCI number
- Supports Coordinator name and email address.
- Date of 2023 SIS Assessment & assigned Needs Group

- Date of previous SIS Assessment and assigned Needs Group
- Names and email addresses of at least 2 Respondents from the Residential Provider Agency who meet AAIDD criteria. **Respondents must have known the individual for at least three (3) months and are comfortable discussing the person's support needs in various settings.*

Once the form is submitted, ODP will confirm that the criteria were met, and an Acentra Health representative will contact the respondents to begin the scheduling process. If a request is submitted that does not meet the criteria, ODP will deny the request and notify you via email.