

Eligibility Navigation Tool

Office of Developmental Programs

Disclaimer: This tool was developed to guide counties/AEs to certify eligibility requirements for Targeted Supports Management (TSM), and to certify eligibility for waiver services for a) individuals with Intellectual Disabilities (ID), b) Autism Spectrum Disorders (ASD), c) children 8 and under with a developmental disability, and d) individuals with a complex medical condition. It was not developed to be inclusive of all potential scenarios that may be encountered to certify this information. It is no longer necessary to send questions directly to ODP (including BSASP) unless, after using this tool, there is still uncertainty about whether an individual meets eligibility requirements.

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County Targeted Supports Management (TSM) Eligibility Determination

- [Intellectual Disability \(ID\) TSM Eligibility](#)
- [Autism Spectrum Disorder \(ASD\) TSM Eligibility](#)
- [8 and Under TSM Eligibility](#)
- [CMC TSM Eligibility](#)

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Intellectual Disability (ID) Eligibility Determination for Targeted Supports Management (TSM)

NOTE: This section is consistent with the eligibility criteria for ID-County Based Services.

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[Click to proceed to ID- Part B \(TSM\): Certifying Substantial Adaptive Skill Deficits](#)

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Part A (TSM): Certifying Diagnosis of Intellectual Disability

[Click to proceed to Step 1 \(TSM\)](#): Was the ID diagnosis made by a qualified professional?

[Click to proceed to Step 2 \(TSM\)](#): Was the ID diagnosis grounded in at least one tool?

[Click to proceed to Step 3 \(TSM\)](#): Is the applicant's Full-Scale IQ 70 or below?

[Click to proceed to Step 4 \(TSM\)](#): Did the ID diagnosis occur prior to age 22?

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Step 1 (TSM): Certifying Diagnosis of ID:

Was the ID diagnosis made by one of the following qualified professionals?

- Licensed Psychologist
- Developmental Pediatrician
- Certified School Psychologist
- Psychiatrist
- Licensed Physician who practices psychiatry
- Licensed Physician
- Licensed Physician Assistant
- Certified Registered Practitioner

Note: Some evaluations have multiple people listed (e.g., someone working on their license and supervised by a credentialed individual). As long as one of the names listed matches one of these credentials, it is ok to accept this eval. Review documentation carefully to ensure there is a signatures of the qualified professional.

[YES, ID diagnosis was made by qualified professional](#)

[NO, ID diagnosis was NOT made by qualified professional](#)

[I am UNSURE if the ID diagnosis was made by a qualified professional](#)

[Click to Return to Part A \(TSM\): Certifying Diagnosis of ID section](#)

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(Answer: UNSURE) Step 1 (TSM): Certifying Diagnosis of ID:

You indicated you are UNSURE if the ID diagnosis was made by a qualified professional. Please consider the following notes to Certify if there is a qualified professional:

- Some evaluations have multiple people listed (e.g., someone working on their license and supervised by a credentialed individual). As long as one of the names listed matches one of these credentials, it is ok to accept this eval.
- Be sure to look throughout the entire document as the qualified professional could be listed in different places in the document
- If a name is listed, but credentials or title are not, consider following up with the agency/individual to confirm that information before making a final decision.

Does this additional information certify if a qualified professional was identified?

[YES, Qualified Professional was identified](#)

[NO- Qualified Professional was NOT identified](#)

[Return to Step 1 \(TSM\): Qualified Professional](#)

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Step 2 (TSM): Certifying Diagnosis of ID:

Was the ID diagnosis grounded in at least one of the following diagnostic tool(s)?

- Formal IQ Testing (Stanford-Binet, WAIS (Wechsler for adults), and WISC (Wechsler for children))
 - If other tools are administered, there should be an explanation in their clinical judgment why they chose that assessment.
- Psychological clinical review
- Formal assessments

[YES, the ID diagnosis was grounded in at least one tool.](#)

[NO, the ID diagnosis was not grounded in at least one tool.](#)

[I am UNSURE if the ID diagnosis was grounded in at least one tool.](#)

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(Answer: UNSURE) Step 2 (TSM): Certifying Diagnosis of ID:

You indicated you are UNSURE if the ID diagnosis was grounded in at least one tool.

Please consider the following notes to Certify if there is a qualified professional:

- Tests which are considered a screening or testing for the identification of educational skills (e.g., Achievement Tests) are not valid to Certify cognitive abilities
 - Are the tests appropriate for the determination of cognitive abilities and to make a diagnosis
- Is there a statement such as: Statement by the practitioner that “based on the current review, and to the best of my professional judgement, this person... (diagnosis)
- Comprehensive Education Review – typically completed for the purpose of educational placement and often does not include the required elements (per ODP Bulletin). Be sure to review closely to ensure all elements are included.
- Use of the term “functioning in the ID range” – this is not a Diagnosis
- Special Circumstances
 - IQ testing
 - A standardized general intelligence test or IQ test may be waived for an individual who is profoundly intellectually impaired to the extent that the use of standardized measures is precluded.
- The IQ test shall be substituted by a written statement from a licensed psychologist, certified school psychologist, or licensed physician, including a developmental pediatrician or psychiatrist, that the individual’s inability to be tested is itself a manifestation of significantly sub-average intellectual functioning.

Does this additional information certify the ID diagnosis was grounded in a tool?

[YES, the ID diagnosis was grounded in at least one tool.](#)

[NO, the ID diagnosis was not grounded in at least one tool.](#)

[Return to Step 2 \(TSM\): Diagnosis Grounded in a Tool](#)

[Click to Return to Part A \(TSM\): Certifying Diagnosis of ID section](#)

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Step 3 (TSM): Certifying Diagnosis of ID:

Is the full-scale IQ 70 or below based upon a standardized diagnostic tool?

[YES, IQ is 70 or below](#)

[NO, IQ is 71 or above](#)

[I am UNSURE if the IQ is 70 or below.](#)

[Click to Return to Part A \(TSM\): Certifying Diagnosis of ID section](#)

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(UNSURE) Step 3 (TSM): Certifying Diagnosis of ID:

You indicated you are unsure if the full-scale IQ is 70 or below based upon a standardized diagnostic tool? Please consider the following:

- Performance that is more than two standard deviations below the mean of a standardized general intelligence test, which reflects the verbal and performance scores, in addition to the Full-Scale IQ score of 70 or below, or
- Performance that is slightly above two standard deviations below the mean of a standardized general intelligence test during a period when the individual manifests serious impairments of adaptive functioning.
- Notes: Individuals with an intellectual disability have scores of approximately two standard deviations or more below the population mean, including a margin for measurement error (generally +/- 5 points). On tests with a standard deviation of 15 and a mean of 100, this involves a score of 65 to 75 (70 +/- 5). Clinical training and judgement are required to interpret test results and assess intellectual performance. DIAGNOSTIC AND STATISTICAL MANUAL OF MENTAL DISORDERS (American Psychiatric Association 5th ed. 2013).

Does this additional information certify that the IQ is 70 or below?

[YES, IQ is 70 or below](#)

[NO, IQ is 71 or above](#)

[Return to Step 3 \(TSM\): IQ 70 or below](#)

[Click to Return to Part A \(TSM\): Certifying Diagnosis of ID section](#)

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Step 4 (TSM): Certifying Diagnosis of ID:

Was the ID diagnosis made before age 22?

[YES, the ID diagnosis was made before age 22.](#)

[NO, the ID diagnosis was NOT made before age 22.](#)

[I am UNSURE if the ID diagnosis was made before age 22.](#)

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(Answer: UNSURE) Step 4 (TSM): Certifying Diagnosis of ID:

You indicated you are unsure if the diagnosis was made before age 22. Please consider the following:

- For individuals who are age 22 or older, have never been served in the intellectual disability service system and have no prior records of testing, clinical judgment may be used to Certify whether the age of onset of an intellectual disability and impairment in adaptive functioning occurred prior to the individual's 22nd birthday. Necessary testing (that is, intellectual and adaptive functioning) would still need to occur.

Does this additional information certify that the ID Diagnosis was made before age 22?

[YES, the ID diagnosis was made before age 22.](#)

[NO, the ID diagnosis was NOT made before age 22.](#)

[Return to Step 4 \(TSM\): Diagnosis made before age 22](#)

[Click to Return to Part A \(TSM\): Certifying Diagnosis of ID section](#)

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(Answer: NO) Part A (TSM): Certifying Diagnosis of ID:

One of the following steps does not appear to meet expectations and therefore diagnostic eligibility cannot be certified:

- **ID Diagnosis Step 1 (TSM):** The diagnosis was NOT made by a qualified professional, OR
- **ID Diagnosis Step 2 (TSM):** The ID diagnosis was NOT grounded in at least one tool, OR
- **ID Diagnosis Step 3 (TSM):** The applicant's IQ was NOT 70 or below, OR
- **ID Diagnosis Step 4 (TSM):** The applicant's diagnosis was NOT certified before age 22.

Please follow-up with the family and/or applicant for additional evaluations that would potentially meet the requirements to document the diagnosis of ID.

It is recommended you review [Part B \(TSM\): Certifying Substantial Adaptive Skill Deficits](#) to certify that information before following up with the applicant and family.

Note: ICF/ID Medical Level of Care is only required when enrolling in waiver services.

[Click to Return to ID Certifying Diagnosis Step 1 \(TSM\)](#)

[Click to Return to ID Certifying Diagnosis Step 2 \(TSM\)](#)

[Click to Return to ID Certifying Diagnosis Step 3 \(TSM\)](#)

[Click to Return to ID Certifying Diagnosis Step 4 \(TSM\)](#)

[Click to Return to Part A \(TSM\): Certifying Diagnosis of ID section](#)

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(Answer: YES) Part A (TSM): Certifying Diagnosis of ID:

Based upon the information provided, it appears you have certified that that the individual has significantly sub-average intellectual functioning based on a standardized general intelligence test (i.e., diagnosis of ID).

It is recommended you [review Part B: Certifying Substantial Adaptive Skill Deficits](#) to **certify that information before following up with the applicant and family.**

Note: ICF/ID Medical Level of Care is only required when enrolling in waiver services.

[Click to Proceed to ID Adaptive Eligibility section \(TSM\)](#)

[Click to Return to Part A \(TSM\): Certifying Diagnosis of ID section](#)

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Part B: Certifying Adaptive Skill Deficits (ID) for TSM

[Go to Step 1 \(TSM\): Certifying Adaptive Skill Deficits:](#) Does the applicant have a current and complete Vineland or ABAS adaptive assessment?

[Go To Step 2 \(TSM\): Certifying Adaptive Skill Deficits:](#) Does the applicant's assessment scores indicate substantial limitation in at least 2 areas of major life activities?

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Step 1 (TSM): Certifying Adaptive Skill Deficits (ID):

Does the applicant have a current and complete Vineland or ABAS adaptive assessment?

Note: Any full version of a Vineland or ABAS tool is acceptable as long as it reflects the applicant's current level of functioning.

[YES, applicant has a current and complete Vineland or ABAS.](#)

[NO, applicant does not have a current and complete Vineland or ABAS.](#)

[I am UNSURE if the applicant has a current and complete Vineland or ABAS.](#)

[Click to Return to Part B \(TSM\): Certifying Adaptive Skill Deficits.](#)

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(Answer: UNSURE) Step 1 (TSM): Certifying Adaptive Skill Deficits (ID)

You indicated you are unsure if there is a current and complete Vineland or ABAS adaptive assessment. Please consider the following:

- The assessment should reflect current levels of functioning and all relevant sections should be complete.
- You will often not receive a copy of the full tool, but rather a summary of the findings. Sometimes they are arranged in a chart/table and other times they are written as a narrative summary.
- In situations where the individual manifests serious impairments of adaptive functioning, the burden is on the examiner when certifying sub-average intellectual functioning to avoid misdiagnosis and to rule out such factors as emotional disorder, social conditions, sensory impairments, or other variables which might account for the deficits in adaptive functioning.

Does this information help to confirm if there is a current and complete Vineland or ABAS?

[YES, applicant has a current and complete Vineland or ABAS.](#)

[NO, applicant does not have a current and complete Vineland or ABAS.](#)

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Step 2 (TSM): Certifying Adaptive Skill Deficits (ID):

Do the applicant's assessment scores show significant limitations in adaptive functioning in at least two of the following skill areas: communication, self-care, home living, social/interpersonal skills, use of community resources, self-direction, functional academic skills, work, leisure, health, and safety?

Note: *If composite/domain scores are all 70 or below, one can assume, based on the standardization of the assessment, that the person meets eligibility requirements. If ALL composite/domain scores are NOT 70 or below, then sub-domains are required for review following the two tables below.*

SIX MAJOR AREAS OF LIFE ACTIVITY	VINELAND	ABAS
SELF-CARE	Personal & Domestic	Self-Care
LEARNING	NONE	Functional Academics
COMMUNICATION	Receptive, Expressive, & Written	Communication
MOTOR SKILLS	Gross & Fine Motor	NONE
SELF-DIRECTION	Coping	Self-Direction & Health and Safety
CAPACITY FOR INDEPENDENT LIVING	Community, Interpersonal, & Play & Leisure	Social, Community Use, & Home Living

[YES](#), scores demonstrate substantial functional limitation in 2 skill areas.

[NO](#), the scores do not demonstrate substantial limitation in 2 skill areas.

[Return to ID Adaptive Step 1 \(TSM\)](#)

[Click to Return to Part B \(TSM\): Certifying Adaptive Skill Deficits.](#)

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(Answer: YES) Part B (TSM): Certifying Adaptive Skill Deficits:

Based upon the information provided, it appears you have certified that that the individual has impairments in adaptive functioning based on the results of a standardized assessment of adaptive functioning which shows the individual has significant limitation in meeting the standards of maturation, learning, personal independence, or social responsibility of his or her age and cultural group. The results of the assessment must also show that the individual has substantial adaptive skill deficits in two or more skill areas.

It is recommended you review [Part A \(TSM\): Certifying Diagnosis of ID](#) to certify that information before following up with the applicant and family.

Note: ICF/ID Medical Level of Care is only required when enrolling in waiver services.

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(Answer: NO) Part B (TSM): Certifying Adaptive Skill Deficits (ID):

One of the following steps in the ID- Certifying Adaptive Eligibility Section does not appear to meet expectations and therefore adaptive eligibility cannot be certified.

- **ID Adaptive Step 1 (TSM):** A Vineland or ABAS tool is **NOT** current or complete.
- **ID Adaptive Step 2 (TSM):** The applicant's adaptive assessment scores do NOT indicate substantial limitation in two or more skill areas.

Please follow-up with the family and/or applicant for additional evaluations that would potentially meet the requirements to document the diagnosis of ID.

It is recommended you review [Part A \(TSM\): Certifying Diagnosis of ID](#) to certify that information before following up with the applicant and family.

Note: ICF/ID Medical Level of Care is only required when enrolling in waiver services.

[Click to Return to Step 1 \(TSM\): Current and Complete adaptive assessment](#)

[Click to Return to Step 2 \(TSM\): Substantial Limitation in 2 or more areas](#)

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Intellectual Disability (ID) Eligibility Determination- Waiver Eligibility

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Part A: Certifying Diagnosis of Intellectual Disability

[Click to proceed to Step 1:](#) Was the ID diagnosis made by a qualified professional?

[Click to proceed to Step 2:](#) Was the ID diagnosis grounded in at least one tool?

[Click to proceed to Step 3:](#) Is the applicant's Full-Scale IQ 70 or below?

[Click to proceed to Step 4:](#) Did the ID diagnosis occur prior to age 22?

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Step 1: Certifying Diagnosis of ID:

Was the ID diagnosis made by one of the following qualified professionals?

- *Licensed Psychologist*
- *Developmental Pediatrician*
- *Certified School Psychologist*
- *Psychiatrist*
- *Licensed Physician who practices psychiatry*
- *Licensed Physician*
- *Licensed Physician Assistant*
- *Certified Registered Practitioner*

Note: Some evaluations have multiple people listed (e.g., someone working on their license and supervised by a credentialed individual). As long as one of the names listed matches one of these credentials, it is ok to accept this eval. Review documentation carefully to ensure there is a signatures of the qualified professional.

[YES, ID diagnosis was made by qualified professional](#)

[NO, ID diagnosis was NOT made by qualified professional.](#)

[I am UNSURE if the ID diagnosis was made by a qualified professional.](#)

[Click to Return to Part A: Certifying Diagnosis of ID section](#)

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(Answer: UNSURE) Step 1: Certifying Diagnosis of ID:

You indicated you are UNSURE if the ID diagnosis was made by a qualified professional. Please consider the following notes to Certify if there is a qualified professional:

- Be sure to look throughout the entire document as the qualified professional could be listed in different places in the document
- If a name is listed, but credentials or title are not, consider following up with the agency/individual to confirm that information before making a final decision.

Does this additional information certify if a qualified professional was identified?

[YES, Qualified Professional was identified](#)

[NO- Qualified Professional was NOT identified](#)

[Return to Step 1: Qualified Professional](#)

[Click to Return to Part A: Certifying Diagnosis of ID section](#)

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Step 2: Confirming Diagnosis of ID:

Was the ID diagnosis grounded in at least one of the following diagnostic tool(s)?

- Formal IQ Testing (Stanford-Binet, Weschler Adult Intelligence Scale (WAIS), and Weschler Intelligence Scale for Children (WISC))
- Psychological clinical review
- Formal assessments

[YES, the ID diagnosis was grounded in at least one tool.](#)

[NO, the ID diagnosis was not grounded in at least one tool.](#)

[I am UNSURE if the ID diagnosis was grounded in at least one tool.](#)

[Click to Return to Part A: Certifying Diagnosis of ID section](#)

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(Answer: UNSURE) Step 2: Certifying Diagnosis of ID:

You indicated you are UNSURE if the ID diagnosis was grounded in at least one tool.

Please consider the following notes to Certify if there is a qualified professional:

- What tests were used?
 - Do you recognize the name of the test?
 - If not, conduct a Google search
- Tests which are considered a screening or testing for the identification of educational skills – are not valid to Certify cognitive abilities
 - Are the tests appropriate for the determination of cognitive abilities and to make a diagnosis
- Is there a statement such as: Statement by the practitioner that “based on the current review, and to the best of my professional judgement, this person... (diagnosis)
- Comprehensive Education Review – completed for the purpose of educational placement and often does not include the required elements (per ODP Bulletin)
- Use of the term “functioning in the ID range” – this is not a Diagnosis
- Special Circumstances
 - IQ testing
 - A standardized general intelligence test or IQ test may be waived for an individual who is profoundly intellectually impaired to the extent that the use of standardized measures is precluded.
- The IQ test shall be substituted by a written statement from a licensed psychologist, certified school psychologist, or licensed physician, including a developmental pediatrician or psychiatrist, that the individual’s inability to be tested is itself a manifestation of significantly sub-average intellectual functioning.

Does this additional information certify the ID diagnosis was grounded in a tool?

[YES, the ID diagnosis was grounded in at least one tool.](#)

[NO, the ID diagnosis was not grounded in at least one tool.](#)

[Return to Step 2: Diagnosis Grounded in a Tool](#)

[Click to Return to Part A: Certifying Diagnosis of ID section](#)

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Step 3: Certifying Diagnosis of ID:

Is the full-scale IQ 70 or below based upon a standardized diagnostic tool?

[YES, IQ is 70 or below](#)

[NO, IQ is 71 or above](#)

[I am UNSURE if the IQ is 70 or below.](#)

[Click to Return to Part A: Certifying Diagnosis of ID section](#)

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(Answer: UNSURE) Step 3: Certifying Diagnosis of ID:

You indicated you are unsure if the full-scale IQ is 70 or below based upon a standardized diagnostic tool. Please consider the following:

- Performance that is more than two standard deviations below the mean of a standardized general intelligence test, which reflects a Full-Scale IQ score of 70 or below, or
- Performance that is slightly above two standard deviations below the mean of a standardized general intelligence test during a period when the individual manifests serious impairments of adaptive functioning.
- Notes: Individuals with an intellectual disability have scores of approximately two standard deviations or more below the population mean, including a margin for measurement error (generally +/- 5 points). On tests with a standard deviation of 15 and a mean of 100, this involves a score of 65 to 75 (70 +/- 5). Clinical training and judgement are required to interpret test results and assess intellectual performance. DIAGNOSTIC AND STATISTICAL MANUAL OF MENTAL DISORDERS (American Psychiatric Association 5th ed. 2013).

Does this additional information certify that the IQ is 70 or below?

[YES, IQ is 70 or below](#)

[NO, IQ is 71 or above](#)

[Return to Step 3: IQ 70 or below](#)

[Click to Return to Part A: Certifying Diagnosis of ID section](#)

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Step 4: Certifying Diagnosis of ID: Was the ID diagnosis made before age 22?

[YES, the ID diagnosis was made before age 22.](#)

[NO, the ID diagnosis was NOT made before age 22.](#)

[I am UNSURE if the ID diagnosis was made before age 22.](#)

[Click to Return to Part A: Certifying Diagnosis of ID section](#)

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(UNSURE) Step 4: Certifying Diagnosis of ID:

You indicated you are unsure if the ID diagnosis was made before age 22. Please consider the following:

- For individuals who are age 22 or older, have never been served in the intellectual disability service system and have no prior records of testing, clinical judgment may be used to Certify whether the age of onset of an intellectual disability and impairment in adaptive functioning occurred prior to the individual's 22nd birthday. Necessary testing (that is, intellectual and adaptive functioning) would still need to occur.

Does this additional information certify that the ID Diagnosis was made before age 22?

[YES, the ID diagnosis was made before age 22.](#)

[NO, the ID diagnosis was NOT made before age 22.](#)

[Return to Step 4: Diagnosis made before age 22](#)

[Click to Return to Part A: Certifying Diagnosis of ID section](#)

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(Answer: NO) Part A: Certifying Diagnosis of ID:

One of the following steps does not appear to meet expectations and therefore diagnostic eligibility cannot be certified:

- **ID Diagnosis Step 1:** The diagnosis was NOT made by a qualified professional, OR
- **ID Diagnosis Step 2:** The ID diagnosis was NOT grounded in at least one tool, OR
- **ID Diagnosis Step 3:** The applicant's IQ was NOT 70 or below, OR
- **ID Diagnosis Step 4:** The applicant's diagnosis was NOT certified before age 22.

Please follow-up with the family and/or applicant for additional evaluations that would potentially meet the requirements to document the diagnosis of ID.

It is recommended you review [Part B: Certifying Substantial Adaptive Skill Deficits](#) and [Part C: Certifying ICF/ID Medical Level of Care](#) in case there is additional information needed from the family and/or applicant.

[Click to Return to ID Certifying Diagnosis Step 1](#)

[Click to Return to ID Certifying Diagnosis Step 2](#)

[Click to Return to ID Certifying Diagnosis Step 3](#)

[Click to Return to ID Certifying Diagnosis Step 4](#)

[Click to Return to Part A: Certifying Diagnosis of ID section](#)

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(Answer: YES) Part A: Certifying Diagnosis of ID:

Based upon the information provided, it appears you have certified that that the individual has significantly sub-average intellectual functioning based on a standardized general intelligence test (i.e., diagnosis of ID).

Before eligibility can be confirmed, you must certify [Substantial Adaptive Skill Deficits](#) and [ICF/ID Medical Level of Care](#).

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Part B: Certifying Adaptive Skill Deficits (ID)

[Go to Step 1: Certifying Adaptive Skill Deficits:](#) Does the applicant have a current and complete Vineland or ABAS adaptive assessment?

[Go To Step 2: Certifying Adaptive Skill Deficits:](#) Does the applicant's assessment scores indicate substantial limitation in at least 3 of the 6 major life activities?

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Step 1: Certifying Adaptive Skill Deficits (ID):

Does the applicant have a current and complete Vineland or ABAS adaptive assessment?

Note: Any version of a Vineland or ABAS tool is acceptable as long as it reflects the applicant's current level of functioning (e.g., if ABAS was conducted when they were 12 and the person is now 25, then a new one would be required)

[YES, applicant has a current and complete Vineland or ABAS.](#)

[NO, applicant does not have a current and complete Vineland or ABAS.](#)

[I am UNSURE if the applicant has a current and complete Vineland or ABAS.](#)

[Click to Return to Part B: Certifying Adaptive Skill Deficits.](#)

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(Answer: UNSURE) Step 1: Certifying Adaptive Skill Deficits (ID)

You indicated you are unsure if there is a current and complete Vineland or ABAS adaptive assessment. Please consider the following:

- The assessment should reflect current levels of functioning and all relevant sections should be complete.
- You will often not receive a copy of the full tool, but rather a summary of the findings. Sometimes they are arranged in a chart/table and other times they are written as a narrative summary.
- In situations where the individual manifests serious impairments of adaptive functioning, the burden is on the examiner when certifying sub-average intellectual functioning to avoid misdiagnosis and to rule out such factors as emotional disorder, social conditions, sensory impairment, or other variables which might account for the deficits in adaptive functioning

[YES, applicant has a current and complete Vineland or ABAS.](#)

[NO, applicant does not have a current and complete Vineland or ABAS.](#)

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Step 2: Certifying Adaptive Skill Deficits (ID):

Using the following charts, does the applicant's assessment scores indicate 2 standard deviations below the mean in at least 3 of the 6 major life activities?

Note: If composite/domain scores are all 70 or below, one can assume, based on the standardization of the assessment, that the person meets eligibility requirements. If ALL composite/domain scores are NOT 70 or below, then sub-domains are required for review following the two tables below.

POTENTIAL REPORTED SCORE	MEAN	1 STANDARD DEVIATION CALCULATION	2 STANDARD DEVIATIONS CALCULATION
Standard Score (1SD = 15)	100	≤ 85	≤ 70
Scaled Score (1SD = 3)	10	≤ 7	≤ 4
v-Scale (1SD = 3)	15	≤ 12	≤ 9
Z score (1SD = 1)	0	≤ -1	≤ -2
Stanine Score (1SD = 2)	5	≤ 3	≤ 1
T score (1SD = 10)	50	≤ 40	≤ 30

SIX MAJOR AREAS OF LIFE ACTIVITY	VINELAND	ABAS
SELF-CARE	Personal & Domestic	Self-Care
LEARNING	NONE	Functional Academics
COMMUNICATION	Receptive, Expressive, & Written	Communication
MOTOR SKILLS	Gross & Fine Motor	NONE
SELF-DIRECTION	Coping	Self-Direction & Health and Safety
CAPACITY FOR INDEPENDENT LIVING	Community, Interpersonal, & Play & Leisure	Social, Community Use, & Home Living

[YES, scores demonstrate substantial functional limitation in 2 standard deviations.](#)

[NO, the scores do not demonstrate substantial limitation in 2 standard deviations.](#)

[Return to ID Adaptive Step 1](#)

[Click to Return to Part B: Certifying Adaptive Skill Deficits.](#)

[Click to Return to ID Eligibility Determination section](#)

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(Answer: YES) Part B: Certifying Adaptive Skill Deficits:

Based upon the information provided, it appears you have certified that that the individual has impairments in adaptive functioning based on the results of a standardized assessment of adaptive functioning which shows the individual has significant limitation in meeting the standards of maturation, learning, personal independence, or social responsibility of his or her age and cultural group. The results of the assessment must also show that the individual has substantial adaptive skill deficits in three or more of the following areas of major life activity.

It is recommended you review [Part A: Certifying Diagnosis of ID](#) and [Part C: Certifying ICF/ID Medical Level of Care](#) to certify that information before following up with the applicant and family.

[Click to Return to Part B: Certifying Adaptive Skill Deficits.](#)

[Click to Return to ID Eligibility Determination section](#)

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(NO) Part B: Certifying Adaptive Skill Deficits (ID):

One of the following steps in the ID- Certifying Adaptive Eligibility Section does not appear to meet expectations and therefore adaptive eligibility cannot be certified.

- **ID Adaptive Step 1:** A Vineland or ABAS tool is **NOT** current or complete.
- **ID Adaptive Step 2:** The applicant's adaptive assessment scores do NOT indicate 2 standard deviations below the mean in at least 3 of the 6 major life activities?

Please follow-up with the family and/or applicant for additional evaluations that would potentially meet the requirements to document the diagnosis of ID.

It is recommended you review [Part A: Certifying Diagnosis of ID](#) and [Part C: Certifying ICF/ID Medical Level of Care](#) in case there is additional information needed from the family and/or applicant.

[Click to Return to Step 1: Current and Complete adaptive assessment](#)

[Click to Return to Step 2: Substantial Limitation in 3 or more areas](#)

[Click to Return to Part B: Certifying Adaptive Skill Deficits.](#)

[Click to Return to ID Eligibility Determination section](#)

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Section C: Certifying ICF/ID Medical Level of Care

Does the applicant have documentation of a current medical evaluation that indicates the individual is recommended for ICF/ID level of care performed by one of the following?

- a licensed physician,
- physician's assistant, or
- certified registered nurse practitioner

OR

An MA 51 form documenting that the individual is recommended for an ICF/ID level of care completed by:

- a licensed physician,
- physician's assistant, or
- certified registered nurse practitioner

[Yes](#), there is documentation of ICF/ID.

[No](#), no documentation of ICF/ID.

[Click to Return to ID Eligibility Determination section](#)

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(Answer: YES) Part C: ICF/ID Medical Level of Care Certified:

Based upon the information reviewed, that the individual is recommended for ICF/ID level of care or an MA 51 form completed by a licensed physician, physician's assistant, or certified registered nurse practitioner may be submitted to document that the individual is recommended for an ICF/ID level of care.

It is recommended you review [Part A: Certifying Diagnosis of ID](#) and [Part B: Certifying Adaptive Skill Deficits](#) to certify that information before following up with the applicant and family.

[Click to Return to Part C: Certifying ICF/ID medical level of care](#)

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(Answer: NO) Part C: Certifying ICF/ID Medical Level of Care:

Based upon the information reviewed, it does not appear there is documentation of acceptable Medical Evaluation was indicated.

It is recommended you review [Part A: Certifying Diagnosis of ID](#) and [Part B: Certifying Adaptive Skill Deficits](#) in case there is additional information needed from the family and/or applicant.

[Click to Return to Part C: Certifying ICF/ID Medical Level of Care](#)

[Click to Return to ID Eligibility Determination section](#)

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Autism Spectrum Disorders (ASD) Eligibility Determination for Waiver Services OR Targeted Supports Management (TSM)

[Click to proceed to Part A: Certifying Diagnosis of ASD](#)

[Click to proceed to Part B: Certifying Substantial Adaptive Skill Deficits \(ASD\)](#)

[Click to proceed to Part C: Certifying ICF/ORC Medical Level of Care \(ASD\)](#)

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Part A: Certifying Diagnosis of ASD

[Click to proceed to Step 1:](#) Was the ASD diagnosis made by a qualified professional?

[Click to proceed to Step 2:](#) Was the ASD diagnosis grounded in at least one diagnostic tool(s)?

[Click to Return to ASD Eligibility Determination section](#)

[Click to Return to Table of Contents](#)

Step 1: Certifying Diagnosis of ASD:

Was the Autism diagnosis made by one of the following qualified professionals?

- Licensed Psychologist
- Developmental Pediatrician
- Certified School Psychologist
- Psychiatrist
- Licensed Physician who practices psychiatry
- Licensed Physician
- Licensed Physician Assistant
- Certified Registered Practitioner

Note: Some evaluations have multiple people listed (e.g., someone working on their license and supervised by a credentialed individual). As long as one of the names listed match one of these credentials, it is ok to accept this eval. Review documentation carefully to ensure there is a signatures of the qualified professional.

[YES](#), Autism diagnosis was made by qualified professional

[NO](#), Autism diagnosis was NOT made by qualified profession.

I am [UNSURE](#) if the Autism diagnosis was made by a qualified professional.

[Click to Return to Part A: Certifying Diagnosis of ASD](#)

[Click to Return to ASD Eligibility Determination section](#)

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(Answer: UNSURE) Step 1: Certifying Diagnosis of ASD:

You indicated you are UNSURE if the diagnosis was made by a qualified professional.

Please consider the following notes to Certify if there is a qualified professional:

- Be sure to look throughout the entire document as the qualified professional could be listed in different places in the document
- If a name is listed, but credentials or title are not, consider following up with the agency/individual to confirm that information before making a final decision.

Does this additional information certify a qualified professional was identified?

[YES, Qualified Professional was identified](#)

[NO- Qualified Professional was NOT identified](#)

[Return to Step 1](#)

[Click to Return to Part A: Certifying Diagnosis of ASD](#)

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Step 2: Certifying Diagnosis of ASD:

Was the Autism diagnosis grounded in at least one of the following diagnostic tool(s)?

- Clinical Interviews
- Observations
- Self-reports
- Previous records
- Rating scales (e.g., ADOS, BASC, CARS, MCHAT, GARS...)
- Formal assessments

[YES](#), the diagnosis was grounded in at least one tool.

[NO](#), the diagnosis was not grounded in at least one tool.

I am [UNSURE](#) if the diagnosis was grounded in at least one tool.

[Return to Diagnosis Step 1](#)

[Click to Return to Part A: Certifying Diagnosis of ASD](#)

[Click to Return to ASD Eligibility Determination section](#)

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(UNSURE) Step 2: Certifying Diagnosis of ASD:

You indicated you are UNSURE if the diagnosis was grounded in at least one tool. Please consider the following notes to certify if there is a qualified professional:

- Unlike other diagnoses that have biomarkers, ASD dx is reliant upon outward manifestation of symptoms. Reliant also on the qualified professionals we have chosen and are typical, in our experience, of those who have experience and knowledge of the presentation of autism necessary to warrant a dx.
- As no medical tests can be performed to indicate the presence of autism or any other PDD, the diagnosis is based upon the presence or absence of specific behaviors.
- Clinical expertise is one of, if not the most important factors in accurate diagnostic decision-making during evaluations of ASD
- Diagnostic tools usually rely on two main sources of information—parents’ or caregivers’ descriptions of their child’s development and a professional’s observation of the child’s behavior.
- Parents’ concerns are generally valid and are predictive of developmental delays. Research has shown that parental concerns detect 70% to 80% of children with disabilities.
- What if there is a substantial time period between the diagnosis date and the application date?
 - An evaluation completed for an adult when they were young to substantiate the autism diagnosis is acceptable.
 - Tools completed when applicant was young is acceptable. Only adaptive needs to reflect current level of functioning
- What if someone is diagnosed with Aspergers or PDD-NOS?
 - Although Aspergers or PDD-NOS is not formally recognized as Autism within the DSM-5, they are acceptable diagnoses as they fall within the spectrum.
- Is a diagnostic tool or rating scale different than MA-51?
 - Yes. A diagnostic tool and rating scales are used to diagnose someone. A MA-51 is a medical evaluation that is completed annually for re-certification of need for ICF/ID or ICF/ORC level of care.
- Is a provisional diagnosis acceptable? How long is a provisional diagnosis valid? Does the eval need a signature?
 - Yes. We already know that diagnosing someone without a standardized assessment is imperfect. Therefore, we are relying on the qualified professionals to use clinical judgment to Certify the diagnosis. While not good practice, a provisional specifier can be used when they are not 100% certain and could potentially be a replacement for DSM-5 no longer annoying “not otherwise specified.”

Does this information help you to certify that the ASD diagnosis was grounded in at least one tool?

[YES](#), the ASD diagnosis was grounded in at least one tool.

[NO](#), the ASD diagnosis was NOT grounded in at least one tool.

[Click to Return to Part A: Certifying Diagnosis of ASD](#)

[Click to Return to ASD Eligibility Determination section](#)

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(NO) Part A: Certifying Diagnosis of ASD:

One of the following steps does not appear to meet expectations and therefore diagnostic eligibility cannot be certified:

- **ASD Diagnosis Step 1:** The diagnosis was NOT made by a qualified professional, OR
- **ASD Diagnosis Step 2:** The ID diagnosis was NOT grounded in at least one tool

Please follow-up with the family and/or applicant for additional evaluations that would potentially meet the requirements to document the diagnosis of ASD.

It is recommended you review [Part B: Certifying Substantial Adaptive Skill Deficits](#) and [Part C: Certifying ICF/ORC Medical Level of Care](#) in case there is additional information needed from the family and/or applicant.

[Return to Diagnosis Step 1](#)

[Return to Diagnosis Step 2](#)

[Click to Return to Part A: Certifying Diagnosis of ASD](#)

[Click to Return to ASD Eligibility Determination section](#)

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(YES) Part A: Certifying Diagnosis of ASD:

Based upon the information reviewed, it appears you have certified that the individual has a diagnosis of ASD.

It is recommended you review [Part B: Certifying Substantial Adaptive Skill Deficits](#) and [Part C: Certifying ICF/ORC Medical Level of Care](#) in case there is additional information needed from the family and/or applicant.

[Click to Return to Part A: Certifying Diagnosis of ASD](#)

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Part B: Certifying Substantial Adaptive Skill Deficits (ASD)

[Go to Step 1: Certifying Substantial Adaptive Skill Deficits \(ASD\):](#) Does the applicant have a current and complete Vineland or ABAS adaptive assessment?

[Go To Step 2: Certifying Substantial Adaptive Skill Deficits \(ASD\):](#) Does the applicant's assessment scores indicate substantial limitation in at least 3 of the 6 major life activities?

[Click to Return to ASD Eligibility Determination section](#)

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Step 1: Certifying Substantial Adaptive Skill Deficits (ASD):

Does the applicant have a current and complete Vineland or ABAS adaptive assessment?

Note: Any version of a Vineland or ABAS tool is acceptable as long as reflects the applicant's current level of functioning.

Note: For TSM, A child under the age of 14 needs to have a new Vineland or ABAS completed annually. After the age of 14, the SIS may be administered.

[YES](#), Applicant has a current and complete Vineland or ABAS

[NO](#), Applicant does NOT have a current and complete Vineland or ABAS

[Click to return to Part B: Certifying Substantial Adaptive Skill Deficits \(ASD\)](#)

[Click to Return to ASD Eligibility Determination section](#)

[Click to Return to Table of Contents](#)

Step 2: Certifying Substantial Adaptive Skill Deficits (ASD):

Using the following charts, does the applicant's assessment scores indicate 2 standard deviations below the mean in at least 3 of the 6 major life activities?

Note: If composite/domain scores are all 70 or below, one can assume, based on the standardization of the assessment, that the person meets eligibility requirements. If ALL composite/domain scores are NOT 70 or below, then sub-domains are required for review following the two tables below.

POTENTIAL REPORTED SCORE	MEAN	1 STANDARD DEVIATION CALCULATION	2 STANDARD DEVIATIONS CALCULATION
Standard Score (1SD = 15)	100	≤ 85	≤ 70
Scaled Score (1SD = 3)	10	≤ 7	≤ 4
v-Scale (1SD = 3)	15	≤ 12	≤ 9
Z score (1SD = 1)	0	≤ -1	≤ -2
Stanine Score (1SD = 2)	5	≤ 3	≤ 1
T score (1SD = 10)	50	≤ 40	≤ 30

SIX MAJOR AREAS OF LIFE ACTIVITY	VINELAND	ABAS
SELF-CARE	Personal & Domestic	Self-Care
LEARNING	NONE	Functional Academics
COMMUNICATION	Receptive, Expressive, & Written	Communication
MOTOR SKILLS	Gross & Fine Motor	NONE
SELF-DIRECTION	Coping	Self-Direction & Health and Safety
CAPACITY FOR INDEPENDENT LIVING	Community, Interpersonal, & Play & Leisure	Social, Community Use, & Home Living

YES, scores demonstrate substantial adaptive skill deficits in 2 standard deviations in 3 or more daily life activities.

NO, the scores do not demonstrate substantial adaptive skill deficits in 2 standard deviations in 3 or more daily life activities.

I am UNSURE if the scores demonstrate substantial adaptive skill deficits in 2 standard deviations in 3 or more daily life activities.

[Click to return to Part B: Certifying Substantial Adaptive Skill Deficits \(ASD\)](#)

[Click to Return to ASD Eligibility Determination section](#)

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(Answer: UNSURE) Step 2: Substantial Adaptive Skill Deficits (ASD):

You indicated you are UNSURE if there is substantial limitation in 3 or more areas of daily living. Please consider the following information:

- There are no standardized assessments that do a one-to-one crosswalk with ODP's 6 major areas of life activities (including Vineland and ABAS), it is recommended:
 - interpret scores using the crosswalk provided as an "and/or"(In your example, the person would meet in self direction)
 - use other documentation to confirm or refute determination
 - School version has School Living and Leisure. You may need to use your judgement as there are multiple versions and newer versions may be published.
- What if there is a substantial time-period between the adaptive assessment date and the application date?
 - The adaptive assessment needs to reflect current level of functioning, especially when significant life events have changed between assessment date and today's date (e.g., If someone had ABAS completed when they were 16 years old but are now 19 years old and have since graduated from high school, then a new assessment would be needed).
- What if there are conflicting assessments completed by different evaluators?
 - Unless the person reviewing the evaluation has an equal to or greater degree and expertise as the evaluator, we need to accept the evaluator's judgment. But, if there is conflicting information, you need to go back to the evaluator.
- How do you Certify substantial functional limitations for Motor Skills if ABAS was administered or Learning if Vineland was administered?
 - Review additional document to confirm or refute substantial functional limitation.
- What if the applicant does not have the appropriate documentation?
 - You may need to go back and ask the family for additional documentation. Sometimes you can contact the qualified professional who completed eval for follow-up.

Does this additional information indicate substantial limitation in 3 or more areas of daily living?

[Yes, there is substantial limitation in 3 areas.](#)

[No, there is NOT substantial limitation in 3 areas.](#)

[Return to Step 2](#) to Certify if there is substantial limitation in 3 or more areas.

[Click to return to Part B: Certifying Substantial Adaptive Skill Deficits \(ASD\)](#)

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Step 2A: Certifying Substantial Adaptive Skill Deficits (ASD):

*Does the applicant have an Autism diagnosis **AND** an IQ equal or greater than 85?*

YES, applicant has ASD diagnosis and IQ equal or greater than 85.

NO, applicant does NOT have an ASD diagnosis and/or IQ equal or greater than 85.

I am UNSURE if there is an ASD diagnosis and/or an IQ equal or greater than 85.

[Click to return to Part B: Certifying Substantial Adaptive Skill Deficits \(ASD\)](#)

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(Answer: UNSURE) Step 2A: Certifying Substantial Adaptive Skill Deficits (ASD):
You indicated you are unsure if there is an autism diagnosis and/or IQ equal or greater than 85. Please consider the following information:

- To certify if someone has an Autism diagnosis, please return to the [Diagnostic Eligibility Section](#) of this document. To Certify if someone has an IQ equal or greater than 85, you must review the accompanying evaluation and look for an assessment that includes the Full Scale IS (FSIQ), certified through a standardized assessment (e.g., Weschler, WIAT, WISC).

[YES](#), The applicant has an ASD diagnosis AND an IQ Score equal or greater than 85.

[NO](#), The applicant does NOT have an ASD diagnosis AND an IQ Score equal or greater than 85.

[Click to return to Part B: Certifying Substantial Adaptive Skill Deficits \(ASD\)](#)

[Click to Return to ASD Eligibility Determination section](#)

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(Answer: NO) Part B: Certifying Adaptive Skill Deficits (ASD):

One of the following steps in the ASD- Certifying Adaptive Eligibility Section does not appear to meet expectations and therefore adaptive eligibility cannot be certified.

- **ASD Adaptive Step 1:** A Vineland or ABAS tool is **NOT** current or complete.
- **ASD Adaptive Step 2:** The applicant's adaptive assessment scores do NOT indicate substantial limitation in three or more skill areas, OR
- **ASD Adaptive Step 2A:** The applicant has an IQ of 85 or higher and an ASD diagnosis, but scores do NOT indicate substantial limitation in three or more skill areas using 1 standard deviation.

Please follow-up with the family and/or applicant for additional evaluations that would potentially meet the requirements to document the adaptive skill deficits.

It is recommended you review [Part A: Certifying Diagnosis of ASD](#) and [Part C: Certifying ICF/ORC Medical Level of Care \(ASD\)](#) in case there is additional information needed from the family and/or applicant.

[Click to Return to Step 1 \(ASD\): Current and Complete adaptive assessment](#)

[Click to Return to Step 2 \(ASD\): Substantial Limitation in 3 or more areas](#)

[Click to Return to Step 2A \(ASD\): Substantial Limitation in 3 or more areas with an IQ over 85.](#)

[Click to Return to Part B \(ASD\): Certifying Adaptive Skill Deficits.](#)

[Click to Return to ID Eligibility Determination section \(ASD\)](#)

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(Answer: YES) Step 2A: Certifying Substantial Adaptive Skill Deficits (ASD):
With an Autism diagnosis and an IQ >85, substantial functioning limitation can be certified using 1 standard deviation below the mean.

Using the charts below, is there demonstration of scores meeting in at least 3 of the 6 major life activities?

POTENTIAL REPORTED SCORE	MEAN	1 STANDARD DEVIATION CALCULATION	2 STANDARD DEVIATIONS CALCULATION
Standard Score (1SD = 15)	100	≤ 85	≤ 70
Scaled Score (1SD = 3)	10	≤ 7	≤ 4
v-Scale (1SD = 3)	15	≤ 12	≤ 9
Z score (1SD = 1)	0	≤ -1	≤ -2
Stanine Score (1SD = 2)	5	≤ 3	≤ 1
T score (1SD = 10)	50	≤ 40	≤ 30

SIX MAJOR AREAS OF LIFE ACTIVITY	VINELAND	ABAS
SELF-CARE	Personal & Domestic	Self-Care
LEARNING	NONE	Functional Academics
COMMUNICATION	Receptive, Expressive, & Written	Communication
MOTOR SKILLS	Gross & Fine Motor	NONE
SELF-DIRECTION	Coping	Self-Direction & Health and Safety
CAPACITY FOR INDEPENDENT LIVING	Community, Interpersonal, & Play & Leisure	Social, Community Use, & Home Living

YES, substantial limitation is confirmed in 3 or more areas within 1 standard deviation.

NO, substantial limitation is NOT confirmed in 3 or more areas within 1 standard deviation.

I am UNSURE if substantial limitation is confirmed in 3 or more areas.

[Click to return to Part B: Certifying Substantial Adaptive Skill Deficits \(ASD\)](#)

[Click to Return to ASD Eligibility Determination section](#)

[Click to Return to Table of Contents](#)

(YES) Part B: Certifying Substantial Adaptive Skill Deficits (ASD):

Based upon the information provided, it appears you have certified that that the individual has impairments in adaptive functioning based on the results of a standardized assessment of adaptive functioning which shows the individual has significant limitation in meeting the standards of maturation, learning, personal independence, or social responsibility of his or her age and cultural group.

The results of the assessment must also show that the individual has substantial adaptive skill deficits in three or more of the following areas of major life activity.

It is recommended you review [Part A: Certifying Diagnosis of ASD](#) and [Part C: Certifying ICF/ORC Medical Level of Care](#) to certify that information before following up with the applicant and family.

[Click to return to Part B: Certifying Substantial Adaptive Skill Deficits \(ASD\)](#)

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Part C: ICF/ORC Medical Level of Care (ASD)

Does the applicant have documentation of a current medical evaluation that indicates the individual is recommended for ICF/ORC level of care performed by one of the following?

- a licensed physician,
- physician's assistant, or
- certified registered nurse practitioner

OR

An MA 51 form documenting that the individual is recommended for an ICF/ORC level of care completed by:

- a licensed physician,
- physician's assistant, or
- certified registered nurse practitioner

[Yes,](#) there is documentation of ICF/ORC

[NO,](#) no documentation of ICF/ORC

[Click to Return to ASD Eligibility Determination section](#)

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(Answer: YES) Part C: ICF/ORC Medical Level of Care (ASD) Certified:

Based upon the information reviewed, that the individual is recommended for ICF/ORC level of care or an MA 51 form completed by a licensed physician, physician's assistant, or certified registered nurse practitioner may be submitted to document that the individual is recommended for an ICF/ORC level of care.

It is recommended you review [Part A: Certifying Diagnosis of ASD](#) and [Part B: Certifying Adaptive Skill Deficits \(ASD\)](#) to certify that information before following up with the applicant and family.

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(Answer: NO) ICF/ORC Medical Level of Care (ASD):

Based upon the information reviewed, it does not appear there is documentation of acceptable Medical Evaluation was indicated.

It is recommended you review [Part A: Certifying Diagnosis of ASD](#) and [Part B: Certifying Adaptive Skill Deficits \(ASD\)](#) to certify that information before following up with the applicant and family.

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“8 and Under” Eligibility Determination for Waiver Services or Targeted Supports Management (TSM)

[Click to proceed to Part A: “8 and Under” Certifying Diagnosis Section](#)

[Click to proceed to Part B: “8 and Under” Certifying Adaptive Eligibility Section](#)

[Click to proceed to Part C: “8 and Under” ICF/ORC Medical Eligibility Section](#)

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“8 and Under” Certifying Diagnosis Section

[Click to proceed to Step 1:](#) Does the child have a diagnosis of a developmental disability?

[Click to proceed to Step 2:](#) Is the child 8 years old or younger?

[Click to proceed to Step 3:](#) Was the diagnosis made by a qualified professional?

[Click to Return to the “8 and Under” Eligibility Determination section](#)

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“8 and Under” Certifying Diagnosis Step 1:

Does the child have a diagnosis of a developmental disability, which is defined as:

- a condition of substantial developmental delay or specific congenital or acquired conditions
- with a high probability of resulting in an intellectual disability or autism spectrum disorder,
- the disability manifested prior to the age of 9, and
- the disability is likely to continue indefinitely.

Note: A diagnosis of Global Developmental Delay meets the criteria for children 4 years of age or younger.

[Yes, there is a diagnosis of a Developmental Disability](#)

[No, the child has a diagnosis of ID](#)

[No, the child has a diagnosis of Autism](#)

[No, the child does not have a diagnosis of a Developmental Disability, ID, and/or Autism](#)

[Click to Return to Under 8- Certifying Diagnosis section](#)

[Click to Return to Under 8 Eligibility Determination section](#)

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“8 and Under” Certifying Diagnosis Step 2:

Is the child 8 years old or younger?

[Yes, the child is 8 years old or younger.](#)

[No, the child is 9 years old or older.](#)

[Click to Return to Under 8- Certifying Diagnosis section](#)

[Click to Return to Under 8 Eligibility Determination section](#)

[Click to Return to Table of Contents](#)

“8 and Under” Certifying Diagnosis Step 3:

Was the diagnosis made by one of the following qualified professionals?

- Licensed Psychologist
- Developmental Pediatrician
- Certified School Psychologist
- Psychiatrist
- Licensed Physician who practices psychiatry
- Licensed Physician
- Licensed Physician Assistant
- Certified Registered Nurse Practitioner

Note: Some evals have multiple people listed (e.g., someone working on their license and supervised by a credentialed individual). As long as one of the names listed matches one of these credentials, it is ok. Review documentation carefully to ensure there is a signatures of the qualified professional.

[YES, “8 and Under” diagnosis was made by qualified professional](#)

[NO, “8 and Under” diagnosis was NOT made by qualified professional.](#)

[Click to Return to Under 8- Certifying Diagnosis section](#)

[Click to Return to Under 8 Eligibility Determination section](#)

[Click to Return to Table of Contents](#)

(Answer: NO) Part A: “8 and Under” Certifying Diagnosis Eligibility:

One of the following steps does not appear to meet expectations and therefore diagnostic eligibility cannot be certified:

- Step 1: The child does not have a developmental disability, OR
- Step 2: is not 8 years old or younger, OR
- Step 3: and/or the diagnosis was not made by a qualified professional.

Please follow-up with the family and/or applicant for additional evaluations that would potentially meet the requirements to document the diagnosis of a Developmental Disability

It is recommended you review [Part B: Certifying Substantial Adaptive Skill Deficits \(8 and Under\)](#) and [Part C: Certifying ICF/ORC Medical Level of Care \(8 and Under\)](#) in case there is additional information needed from the family and/or applicant.

[Click to Return to “8 and Under”- Certifying Diagnosis section](#)

[Click to Return to Under 8 Eligibility Determination section](#)

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(Answer: YES) Part A: Certifying Diagnosis of Developmental Disability (8 and Under):

Based upon the information provided, it appears you have certified that that the individual has a diagnosis of a Developmental Disability

Before eligibility can be confirmed, you must certify [Part A: Substantial Adaptive Skill Deficits \(8 and Under\)](#) and [Part C: ICF/ORC Medical Level of Care \(8 and Under\)](#).

[Click to Return to “8 and Under”- Certifying Diagnosis section](#)

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“8 and Under” Certifying Substantial Adaptive Functional Limitations Section

[Go to Adaptive Step 1:](#) Does the applicant have a current and complete Vineland or ABAS adaptive assessment?

[Go To Adaptive Step 2:](#) Does the applicant’s assessment scores indicate 2 standard deviations below the mean in at least 3 of the 6 major life activities?

[Click to Return to “8 and Under” Certifying Diagnosis section](#)

[Click to Return to “8 and Under” Eligibility Determination section](#)

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“8 and Under” Adaptive Step 1:

Does the applicant have a current and complete Vineland or ABAS adaptive assessment?

Note: Any version of a Vineland or ABAS tool is acceptable as long as reflects the applicant’s current level of functioning (e.g., if ABAS was conducted when they were 12 and the person is now 25, then a new one would be required)

Note: A child 8 years old or younger needs to have a new Vineland or ABAS completed annually.

[YES, applicant has a current and complete Vineland or ABAS.](#)

[NO, applicant does NOT have a current and/or complete Vineland or ABAS.](#)

[Click to return to “8 and Under” Adaptive Eligibility.](#)

[Click to Return to “8 and Under” Certifying Diagnosis section.](#)

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“8 and Under” Certifying Adaptive Step 2:

Using the following charts, does the applicant’s assessment scores indicate 2 standard deviations below the mean in at least 3 of the 6 major life activities?

POTENTIAL REPORTED SCORE	MEAN	1 STANDARD DEVIATION CALCULATION	2 STANDARD DEVIATIONS CALCULATION
Standard Score (1SD = 15)	100	≤ 85	≤ 70
Scaled Score (1SD = 3)	10	≤ 7	≤ 4
v-Scale (1SD = 3)	15	≤ 12	≤ 9
Z score (1SD = 1)	0	≤ -1	≤ -2
Stanine Score (1SD = 2)	5	≤ 3	≤ 1
T score (1SD = 10)	50	≤ 40	≤ 30

SIX MAJOR AREAS OF LIFE ACTIVITY	VINELAND	ABAS
SELF-CARE	Personal & Domestic	Self-Care
LEARNING	NONE	Functional Academics
COMMUNICATION	Receptive, Expressive, & Written	Communication
MOTOR SKILLS	Gross & Fine Motor	NONE
SELF-DIRECTION	Coping	Self-Direction & Health and Safety
CAPACITY FOR INDEPENDENT LIVING	Community, Interpersonal, & Play & Leisure	Social, Community Use, & Home Living

[YES, scores demonstrate substantial functional limitation in 2 standard deviations.](#)

[NO, the scores do not demonstrate substantial functional limitation in 2 standard deviations.](#)

[Return to “8 and Under” Adaptive Step 1](#)

[Click to return to “8 and Under” Adaptive Eligibility](#)

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(Answer: YES) Part B Certifying Adaptive Skill Deficits (8 and Under):

Based upon the information provided, it appears you have certified that that the individual has impairments in adaptive functioning based on the results of a standardized assessment of adaptive functioning which shows the individual has significant limitation in meeting the standards of maturation, learning, personal independence, or social responsibility of his or her age and cultural group.

The results of the assessment must also show that the individual has substantial adaptive skill deficits in three or more of the following areas of major life activity.

It is recommended you review [Part A: Certifying Diagnosis of Developmental Disability \(8 and Under\)](#) and [Part C: Certifying ICF/ORC Medical Level of Care \(8 and Under\)](#) to certify that information before following up with the applicant and family.

[Return to "8 and Under" Adaptive Step 2](#)

[Click to return to "8 and Under" Adaptive Eligibility](#)

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(Answer: NO) Part B: Certifying Adaptive Skill Deficits (8 and Under):

One of the following steps does not appear to meet expectations and therefore diagnostic eligibility cannot be certified:

- **8 and Under Adaptive Step 1:** A Vineland or ABAS tool is **NOT** current or complete.
- **8 and Under Adaptive Step 2:** The applicant's adaptive assessment scores do NOT indicate 2 standard deviations below the mean in at least 3 of the 6 major life activities?

Please follow-up with the family and/or applicant for additional evaluations that would potentially meet the requirements to document the diagnosis of ID.

It is recommended you review [Part A: Certifying Diagnosis of Developmental Disability \(8 and Under\)](#) and [Part C: Certifying ICF/ORC Medical Level of Care \(8 and Under\)](#) to certify that information before following up with the applicant and family.

[Return to "8 and Under" Adaptive Step 1](#)

[Return to "8 and Under" Adaptive Step 2](#)

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“8 and Under” ICF/ORC Medical Evaluation

Does the applicant have documentation of a current medical evaluation that indicates the individual is recommended for ICF/ORC level of care performed by one of the following?

- a licensed physician,
- physician's assistant, or
- certified registered nurse practitioner

OR

An MA 51 form documenting that the individual is recommended for an ICF/ORC level of care completed by:

- a licensed physician,
- physician's assistant, or
- certified registered nurse practitioner

[Yes, there is documentation of ICF/ORC \(8 and Under\).](#)

[No, there is no documentation of ICF/ORC \(8 and Under\).](#)

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(Answer: YES) Part C: ICF/ORC Medical Level of Care (8 and Under) Certified:
Based upon the information reviewed, that the individual is recommended for ICF/ORC level of care, or an MA 51 form completed by a licensed physician, physician's assistant, or certified registered nurse practitioner may be submitted to document that the individual is recommended for an ICF/ORC level of care.

It is recommended you review [Part A: Certifying Diagnosis of Developmental Disability \(8 and Under\)](#) and [Part B: Certifying Adaptive Skill Deficits \(8 and Under\)](#) to certify that information before following up with the applicant and family.

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(Answer: NO) Part C: ICF/ORC Medical Level of Care (8 and Under):

Based upon the information reviewed, it does not appear there is documentation of acceptable Medical Evaluation was indicated.

It is recommended you review [Part A: Certifying Diagnosis of ASD](#) and [Part B: Certifying Adaptive Skill Deficits \(ASD\)](#) to certify that information before following up with the applicant and family.

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Children with Medical Complexities (CMC) Eligibility Determination for Waiver Services and Targeted Supports Management (TSM)

[Click to proceed to Part A: CMC Certifying Medical Condition Section](#)

[Click to proceed to Part B: CMC Certifying Adaptive Eligibility Section](#)

[Click to proceed to Part C: CMC ICF/ORC Medical Eligibility Section](#)

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Part A: Children with Medical Complexities (CMC) Certifying Medical Condition Section

[Click to proceed to Step 1: Does the child have a medically complex condition?](#)

[Click to proceed to Step 2: Is the child 21 years old or younger?](#)

[Click to proceed to Step 3: Was the diagnosis made by a qualified professional?](#)

[Click to proceed to Step 4: Is the Supplement to the Medical Evaluation \(DP1090\) complete?](#)

[Click to Return to the CMC Eligibility Determination section](#)

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CMC Certifying Medical Condition Step 1:

Does the child have a medically complex condition which is a:

- chronic health condition that affects three or more organ systems and
- that the individual requires medically necessary skilled nursing intervention to execute medical regimens to use technology for respiration, nutrition, medication administration or other bodily functions.

[Yes, there is a medically complex condition](#)

[No, there is not a medically complex condition](#)

[Click to Return to CMC Certifying Medical Condition section](#)

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CMC Certifying Medical Condition Step 2:

Is the child 21 years old or younger?

[Yes, the child is 21 years old or younger.](#)

[No, the child is 21 years old or older.](#)

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CMC Certifying Medical Condition Step 3:

Was the diagnosis made by one of the following qualified professionals?

- *Developmental Pediatrician*
- *Licensed Physician Assistant*
- *Certified Registered Nurse Practitioner*

Note: Some evals have multiple people listed (e.g., someone working on their license and supervised by a credentialed individual). As long as one of the names listed matches one of these credentials, it is ok. Review documentation carefully to ensure there is a signatures of the qualified professional.

[YES, CMC diagnosis was made by qualified professional](#)

[NO, CMC diagnosis was NOT made by qualified professional.](#)

[Click to Return to CMC Certifying Medical Condition section](#)

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CMC Certifying Medical Condition Step 4:

Is the Supplement to the Medical Evaluation (DP 1090) complete to include:

- All Chronic Medical Conditions that individually or in combination require medically necessary skilled nursing intervention to execute regimens, including ICD10 code (or applicable updates).
- At least three organ systems impacted by the chronic medical conditions listed above.

[Yes, the DP 1090 is complete](#)

[No, the DP 1090 is not complete](#)

[Click to Return to CMC Certifying Medical Condition section](#)

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(Answer: NO) Part A: CMC Certifying Medical Condition Eligibility:

One of the following steps does not appear to meet expectations and therefore diagnostic eligibility cannot be certified:

- [Step 1:](#) The child does not have a complex medical condition, OR
- [Step 2:](#) is not 21 years old or younger, OR
- [Step 3:](#) and/or the diagnosis was not made by a qualified professional, OR
- [Step 4:](#) The DP 1090 is not complete.

Please follow-up with the family and/or applicant for additional evaluations that would potentially meet the requirements to document the diagnosis of a complex medical condition.

It is recommended you [review Part B: Certifying Substantial Adaptive Skill Deficits \(CMC\)](#) and [Part C: Certifying ICF/ORC Medical Level of Care \(CMC\)](#) in case there is additional information needed from the family and/or applicant.

[Click to Return to CMC Certifying Medical Condition section](#)

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(Answer: YES) Part A: Certifying Medical Condition (CMC):

Based upon the information provided, it appears you have certified that that the individual has a complex medical condition.

Before eligibility can be confirmed, you must certify [Part B: Substantial Adaptive Skill Deficits \(CMC\)](#) and [Part C: ICF/ID Medical Level of Care \(CMC\)](#).

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Part B: Children with Medical Complexities (CMC) Certifying Substantial Adaptive Functional Limitations Section

[Go to Adaptive Step 1:](#) Does the applicant have a current and complete Vineland or ABAS adaptive assessment?

[Go To Adaptive Step 2:](#) Does the applicant's assessment scores indicate 2 standard deviations below the mean in at least 3 of the 6 major life activities?

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CMC Adaptive Step 1:

Does the applicant have a current and complete Vineland or ABAS adaptive assessment?

Note: Any version of a Vineland or ABAS tool is acceptable as long as reflects the applicant's current level of functioning (e.g., if ABAS was conducted when they were 12 and the person is now 25, then a new one would be required)

Note: A child 8 years old or younger needs to have a new Vineland or ABAS completed annually.

[YES, applicant has a current and complete Vineland or ABAS.](#)

[NO, applicant does NOT have a current and/or complete Vineland or ABAS.](#)

[Click to return to CMC Adaptive Eligibility.](#)

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CMC Certifying Adaptive Step 2:

Using the following charts, does the applicant's assessment scores indicate 2 standard deviations below the mean in at least 3 of the 6 major life activities?

POTENTIAL REPORTED SCORE	MEAN	1 STANDARD DEVIATION CALCULATION	2 STANDARD DEVIATIONS CALCULATION
Standard Score (1SD = 15)	100	≤ 85	≤ 70
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Stanine Score (1SD = 2)	5	≤ 3	≤ 1
T score (1SD = 10)	50	≤ 40	≤ 30

SIX MAJOR AREAS OF LIFE ACTIVITY	VINELAND	ABAS
SELF-CARE	Personal & Domestic	Self-Care
LEARNING	NONE	Functional Academics
COMMUNICATION	Receptive, Expressive, & Written	Communication
MOTOR SKILLS	Gross & Fine Motor	NONE
SELF-DIRECTION	Coping	Self-Direction & Health and Safety
CAPACITY FOR INDEPENDENT LIVING	Community, Interpersonal, & Play & Leisure	Social, Community Use, & Home Living

[YES, scores demonstrate substantial functional limitation in 2 standard deviations.](#)

[NO, the scores do not demonstrate substantial functional limitation in 2 standard deviations.](#)

[Click to return to CMC Adaptive Eligibility.](#)

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(Answer: YES) Part B Certifying Adaptive Skill Deficits (CMC):

Based upon the information provided, it appears you have certified that that the individual has impairments in adaptive functioning based on the results of a standardized assessment of adaptive functioning which shows the individual has significant limitation in meeting the standards of maturation, learning, personal independence, or social responsibility of his or her age and cultural group.

The results of the assessment must also show that the individual has substantial adaptive skill deficits in three or more of the following areas of major life activity.

It is recommended you review [Part A: Certifying Diagnosis of Developmental Disability \(CMC\)](#) and [Part C: Certifying ICF/ORC Medical Level of Care \(CMC\)](#) to certify that information before following up with the applicant and family.

[Click to return to CMC Adaptive Eligibility.](#)

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(NO) Part B: Certifying Adaptive Skill Deficits (CMC):

One of the following steps does not appear to meet expectations and therefore diagnostic eligibility cannot be certified:

- [CMC Adaptive Step 1](#): A Vineland or ABAS tool is **NOT** current or complete.
- [CMC Adaptive Step 2](#): The applicant's adaptive assessment scores do NOT indicate 2 standard deviations below the mean in at least 3 of the 6 major life activities?

Please follow-up with the family and/or applicant for additional evaluations that would potentially meet the requirements to document the diagnosis of ID.

It is recommended you review [Part A: Certifying Diagnosis of Developmental Disability \(CMC\)](#) and [Part C: Certifying ICF/ORC Medical Level of Care \(CMC\)](#) to certify that information before following up with the applicant and family.

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Part C: Children with Medical Complexities (CMC) ICF/ORC Medical Evaluation

Does the applicant have documentation of a current medical evaluation that indicates the individual is recommended for ICF/ORC level of care performed by one of the following:

- a licensed physician,
- physician's assistant, or
- certified registered nurse practitioner

OR

An MA 51 form documenting that the individual is recommended for an ICF/ORC level of care completed by:

- a licensed physician,
- physician's assistant, or
- certified registered nurse practitioner

[Yes, there is documentation of ICF/ORC \(CMC\).](#)

[No, there is no documentation of ICF/ORC \(CMC\).](#)

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(Answer: YES) Part C: ICF/ORC Medical Level of Care (CMC) Certified:

Based upon the information reviewed, that the individual is recommended for ICF/ORC level of care, or an MA 51 form completed by a licensed physician, physician's assistant, or certified registered nurse practitioner may be submitted to document that the individual is recommended for an ICF/ORC level of care.

It is recommended you review [Part A: Certifying Diagnosis of Developmental Disability \(CMC\)](#) and [Part B: Certifying Adaptive Skill Deficits \(CMC\)](#) to certify that information before following up with the applicant and family.

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(Answer: NO) Part C: ICF/ORC Medical Level of Care (CMC):

Based upon the information reviewed, it does not appear there is documentation of acceptable Medical Evaluation was indicated.

It is recommended you review [Part A: Certifying Medically Complex Condition \(CMC\)](#) and [Part B: Certifying Adaptive Skill Deficits \(CMC\)](#) to certify that information before following up with the applicant and family.

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