

Family Packet



A Guide to Services and Supports

Adams County Board of Developmental Disabilities

116 W. Mulberry Street
P.O. Box 157
West Union, Ohio 45693
(937)544-2574 Phone

(937)544-2223 Fax 2024

Adams County Board of Developmental Disabilities

To: Parents, Guardians, Providers, and Advocates
From: Lizabeth Lafferty, Superintendent
RE: Resolving Conflict

Even though you and the staff at the Adams County Board of DD have the same goals and good intentions regarding your child, ward, or friend, we sometimes don't agree on methods. We have a Grievance Procedure and an Administrative Resolution of Complaints for such occasions. There is also a Medicaid Due Process for those conflicts regarding Medicaid. These policies and procedures are available for you to review upon request. The phone numbers of Disability Rights Ohio and the Ohio Department of DD are posted and available at the Adams County Board of DD.

1. In a dispute of any kind, the first step to take is to call me, Lizabeth Lafferty, the Superintendent, to ask for an informal hearing to help resolve the issue. I may appoint another administrative staff to conduct the hearing if it involves his/her department. If you need to speak to me informally after meeting with the administrative staff, please call 937-217-0511.
2. You also have the right to file an Administrative Resolution of Complaints through the Superintendent. Please put your request in writing, or if that is difficult, through a telephone call to me, Lizabeth Lafferty at 937-544-2574. A copy of the Adams County Board of DD policies and procedures will be sent to you at this time. You may be assisted by an advocate who may speak on behalf of the individual, at the individual's request. My designee and/or I will conduct an investigation within ten calendar days of the receipt of the request.
3. After all the steps of the Administrative Review have been taken and you are still not satisfied, you may make a written appeal within ten days to the President of the Adams County Board of DD. Please address your written appeal to: Board President, Adams County Board of DD, PO Box 157, West Union, Ohio 45693.

4. If you receive a Medicaid Waiver, you may also be entitled to Medicaid Due Process through Job and Family Services. Please call 937-544-2371 for more information on this Due Process.

Thank you.

Adams County Board of Developmental Disabilities

Hours of Operation:

Board Office (Business Manager and Superintendent) – 7:00 a.m. – 3:00 p.m.

SSA/Residential/Waiver – Rhonda Holbrook – 8:00 a.m. – 4:00 p.m.

Freida Taylor – 7:30 a.m. - 3:30 p.m.

Amanda Klickner – 8:30 a.m. - 4:30 p.m.

Early Intervention – 8:00 a.m. - 4:00 p.m.

Family Support Services - 8:00 a.m. - 4:00 p.m.

Services, Supports, and Telephone Numbers

Board Members: The Adams County Board of DD holds a regular meeting the second Wednesday of each month, 5:00 p.m., at the county board office, second floor conference room. Any changes in meeting time or location will be announced in the local newspapers and on our [Facebook](#) Page prior to the scheduled date. Any communication can be addressed to: Adams CBDD, PO Box 157, West Union, Ohio 45693.

Eligibility: Eligibility for DD programs are completed with the use of Ohio Department of DD assessments. The OEDI is used for individuals age 16 and older and the COEDI, is for children age 6-15. If an individual is found not eligible for services, a referral will be made to the most appropriate agency. Call Adams CBDD Intake, Lizabeth Lafferty, 937-217-0511.

Early Intervention: This service is for children birth through age 2 if they have one or more documented delays or a diagnosed medical condition that is most likely to result in developmental delays. Services are implemented in the home to help children catch-up. Currently the Adams County Board of DD contracts with Hopewell Health Services in order to provide Speech Therapy, Physical Therapy, and Occupational Therapy services within the child's home. The Early Intervention Developmental Specialist is Sarene Bellany, 937-515-0480.

Residential: Includes three types of Medicaid Waivers. Residential Services are designed to help disabled individuals live as independently as possible in a setting of their choice. Rhonda Holbrook, 937-374-9740 - Amanda Klickner, 937-374-9736 - and Freida Taylor, 937-374-9464. All SSA offices are located at the Adams CBDD Board Office, 116 W. Mulberry Street, West Union, Ohio and the main phone number is 937-544-2574.

Family Support Services: Available to eligible individuals living with family members and not receiving a Medicaid Waiver. This is a locally funded program used for adaptive equipment, respite, dietary needs, and training/counseling. This program is designed to assist those families that have no other services for their family member. Ask for a Family Support Services Packet at the County Board Office 937-544-2574 or to Sarene Bellany at 937-515-0480.

Service and Support Administration (SSA): Designed to help you coordinate and implement the services or supports you need or want. Please call Rhonda Holbrook, 937-374-9740 - Amanda Klickner, 937-374-9736 - and Freida Taylor, 937-374-9464. If you would like to find out more about the services available or if you would like a SSA assigned to you, please email the SSA Supervisor Scot Crace at s.crace@adamscbdd.org

Abuse and Neglect: The Adams CBDD is mandated to investigate and report cases of abuse and neglect of developmentally disabled individuals to the Ohio Department of DD. These incidents are referred to as UI'S, Unusual Incidents and MUI'S, Major Unusual Incidents. Call the Emergency Line at 937-768-2055 to report any incidents after regular work hours, weekends or holidays. Jennifer Goodwin, MUI Coordinator can be contacted via email at j.goodwin@adamscbdd.org

Business Management: Completes payroll, monthly bill sheets, purchasing, reports, budgeting, reconciliation, reimbursement of programs, program funding, board meeting agendas and minutes, record requests, provider payments and all HR functions. Brian Mason, 937-544-2574.

Waiting List Assessments: There is no more Waiting List for County Board Services. For more information on Medicaid Waivers, please contact the SSA Department or the SSA Supervisor.

Funding: The Adams County Board of DD is funded with a total of 1.6 mills from local tax levies, state subsidies for general operating expenses, which includes Service and Support Administration, Early Intervention, Supported Living Services, Family Support Services, and Federal Funding for Title XX Services. Medicaid reimbursement is received from Targeted Case Management Services for any individual receiving a Level One Waiver, Individual Options Waiver, or a SELF Waiver.

For any other questions regarding program services, please call the Superintendent at 937-217-0511.

**The Ohio Department of DD, Client Bill of Rights is available on our website at

www.adamsbdd.org or visit The Ohio Department of DD web site at www.dodd.ohio.gov

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