

Developmental Disabilities (DD) Waiver – How to Apply

New Mexico

What is the Developmental Disabilities (DD) Waiver?

This waiver program helps eligible New Mexicans live in their homes and communities by allowing them to choose from a menu of services and supports.

Services may include case management, day services, living supports, therapies (physical, occupational, speech/language, and behavioral), assistive technology, independent living transition service, community integrated employment services, community supports, in-home supports, adult nursing, nutritional counseling, personal care, crisis support, supplemental dental, respite, environmental modification and non-medical transportation.

Who is eligible?

The individual must:

- have an Intellectual Disability, onset prior to age 18; or
- have a specific related condition (Autism, Down syndrome, Cerebral Palsy, Epilepsy, etc.), onset prior to age 22; and
- have significant limitations in at least 3 areas of major life activity; and
- need a combination of special interdisciplinary services that are lifelong or of extended duration and are individually planned.

The applicant must also meet financial eligibility to receive waiver services.

How to apply:

- Contact Developmental Disabilities Supports Division (DDSD) Regional Office to complete the *Medical Assistance Division Waiver Services Registration Form (MAD 325)* over the phone.
- They will mail the applicant a copy of the registration form that is date stamped.
- Keep the date stamped registration form in a safe place as proof of initial application.
- DDSD Regional Office will send out an application packet to complete and return. The packet includes Release of Information (ROI) forms. These are very important because they allow medical and school documents to be released to verify eligibility.
- The person with a disability, or their representative, completes the registration paperwork and their information is entered into an electronic database. This database is called the Central Registry.
- Once funding is available, DDSD contacts the individual and offers them an *allocation* to the waiver. Verify one's status on the Central Registry by contacting the DDSD office in the applicant's region.

Remember:

- DD Waiver recipients also receive New Mexico Medicaid/Centennial Care benefits, even if they were not financially eligible due to household income prior to receiving the waiver.
- It may be as many as 10–12 years before DD Waiver services begin. While waiting, there are other resources that might be available. Contact the DDSD Regional Office for more information regarding State General Funds (SGF).
- The applicant or their parent/guardian is responsible for keeping DDSD updated on any changes of address, phone or contact information.
- For a description of the process involved in receiving an allocation to the DD Waiver, visit the Information Network website under Informational Tip Sheets.



DDSD

**Intake and Eligibility
Bureau Regional
Offices**

Metro Regional Office

1-800-283-5548
505-841-5552

NW Regional Office

1-866-862-0448

NE Regional Office

1-866-315-7123

SW Regional Office

1-866-742-5226

SE Regional Office

1-866-895-9138

Questions?

Call the CDD
Information Network

1-800-552-8195

or visit our website at
www.cdd.unm.edu/infonet

Informational Tip
Sheets:

[www.cdd.unm.edu/info
net/tip-sheets.html](http://www.cdd.unm.edu/info
net/tip-sheets.html)