



Shawnee County
Community Developmental Disabilities Organization
"Your resource for connecting our community"

Subject: Gatekeeping-Referral to I/DD Public/Private Intermediate Care Facilities Effective Date: 12-15-97	Reviewed: 08-31-09, 08-26-10, 08-22-11, 08-27-12, 09-08-14, 07-18-16	Policy No: 06-004
Revised: 06-10-99, 11-05-01, 08-05-02, 01-20-03, 05-15-06, 08-30-07, 08-18-08, 08-31-09, 08-27-12, 09-08-14, 07-18-16	Forms: Public or Private Intermediate Care Facility for Individuals with Intellectual Disabilities (ICF-IID) Gatekeeping Summary	

POLICY: *The Shawnee County Community Developmental Disabilities Organization (CDDO) will be the Gatekeeping entity for any person residing in Shawnee County and requesting services from a ICF-IID Public and Private Intermediate Care facility.*

GUIDELINES:

1. I/DD eligibility will be determined prior to a person being considered for public or private Intermediate Care Facility for Individuals (ICF-IID) placement. This will be established by following Single Point of Application Eligibility Determination and Referral Policy 06-001.
2. Once eligibility has been determined, the Shawnee County CDDO will discuss all available community services with the person and the person's support network.
3. The Shawnee County CDDO will make appropriate community services referrals to meet to meet the person's preferred lifestyle.
 - i. Requesting admission to private or state ICF/MR. The Targeted Case Manager (TCM) will contact the Shawnee County CDDO Liaison to request admission to a private or state facility.
 - ii. The TCM and the Shawnee County CDDO Liaison will meet with person and/or the persons support network to determine if all community supports and services have been exhausted to meet the persons preferred lifestyle and if funding for such services/supports can be secured.
 - iii. Consideration to the least restrictive environment will be determined at this meeting.
 - iv. If the person chooses not to receive available community services and/or the person is at risk to self or others in the community, as determined by the State of Kansas, the Shawnee County CDDO Liaison will notify the Kansas Dept for Aging and Disability Services (KDADS) request for consideration of admission.
 - v. The TCM or designee will forward the Intermediate Care Facility for Individuals (ICF-IID) form or the Private ICF/MR Gatekeeping Summary to the Shawnee County CDDO Liaison and notify KDADS
 - vi. The Shawnee County CDDO Liaison and/or the person's TCM will assist the person with admission and transition to the ICF/MR if admission is approved by the ICF/MR.
- b. Requesting for Dental, Outreach Consultation/Training, Behavior/Psychiatric Consultation, DDT & TS, Medical Consultation and Evaluation/Assessments
 - i. TCM or designee, if TCM has not been assigned, will meet with person requesting services and or their support network to determine what services are needed.
 - ii. TCM will submit the completed form to the Shawnee County CDDO Liaison to forward to the appropriate requested SMRH.