

DDD Eligibility: Starting the Conversation with Families **Infants and Toddlers from Birth through Age Three**

AZEIP Service Coordinators must ensure they discuss with families the following talking points:

- For AZEIP eligible children and families, Service Coordinators support in navigating families to connect with resources they may be eligible for, including the Division of Developmental Disabilities (DDD).
- DDD provides supports to individuals who are eligible from birth to three and may also provide supports beyond the age of three.
- If a child is eligible for DDD, this does not impact early intervention services.
 - However, if a child is eligible for DDD they may switch to a DDD Service Coordinator depending on their health insurance.
 - Additionally, DDD provides supports and non-early intervention services to children and families who are also eligible for Arizona Long Term Care, a supplemental insurance program for children with significant medical or developmental needs.
- Discuss the importance of applying to all services that a child and family may qualify for at an birth through three, due to the connections they can make for ensuring their family has support in place after the age of three.
- DDD has eligibility requirements, these differ from the AZEIP program.
 - Two main differences are that DDD requires you to consent to bill your insurance and requires proof of residency. (Please share the DDD eligibility flyer to discuss the points on the flyer).
- Discuss your role in this process with families (refer to eligibility flyer).
 - AZEIP Service Coordinators (or contracted staff) cannot collect this information. AZEIP may not collect citizenship information for any child or family. If families choose not to continue the DDD application due to not wanting to consent to share their citizenship information with DDD, their AZEIP services will not change.
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- Ensure the timely collection and submission of the DDD application, developmental evaluation report and/or medical records are completed.
- The family will need to send in the other required documentation, as the Service Coordinator you may support the family verbally through the process of what they need to do to send in their information to DDD for eligibility determination.
 - If DDD does not receive information timely they may deny eligibility
- DDD is able to determine eligibility for all children for whom they receive a Consent to Bill Insurance and the child is on AHCCCS Health Insurance (non-emergency)
 - This is because AHCCCS has already verified citizenship information for these children
- AZEIP Service Coordinators must inform families that they must submit citizenship documentation if they have no insurance or private insurance

ARIZONA DEPARTMENT OF ECONOMIC SECURITY
Division of Developmental Disabilities and the Arizona Early Intervention Program

Please refer to the following contact information for sending in applications and for directing families to send in their citizenship information:

Northern Arizona	Maricopa County East Valley	Maricopa County Central Maricopa	Maricopa County – West Maricopa	Southern Arizona
DNEIIntake@azdes.gov (928) 637-0960 1701 N. 4 th St Flagstaff, AZ 86004	DDDDEIIntakes@azdes.gov (602) 771-6017 125 E Elliot Rd Chandler, AZ 85225	DDDDCEIIntake@azdes.gov (602) 246-0546 11420 N. 19 th Ave Phoenix, AZ 85029	DWEIIntake@azdes.gov (602) 771-8888 4622 W. Indian School rd Ste. D-12 Phoenix, AZ 85031	DSEIIntake@azdes.gov (520) 745-5588 6740 S Tucson Blvd Tucson, AZ 85756