

# ODDP

Ohio Developmental Disabilities Profile (ODDP)

A handbook for individuals with developmental disabilities and their families, to assist them in understanding the ODDP.

Revised, January 2011



**Ohio**

Department of  
Developmental Disabilities

John Kasich, Governor

John L. Martin, Director

## **What is the ODDP?**

The Ohio Developmental Disabilities Profile (ODDP) is an assessment tool for individuals enrolled on the Individual Options (IO) Home and Community Based Waiver. The ODDP contains a series of questions designed to determine an individual's service needs. The answers to these questions provide information about an individual's service needs and circumstances. The answers to the questions are 'scored' by the Ohio Department of Developmental Disabilities (DODD).

The purpose of the ODDP is to ensure that individuals across the State of Ohio who have similar needs and circumstances receive services at levels of funding through the IO waiver *that are comparable*. This allows counties to be able to more accurately predict their costs, and ensures consistency of service delivery across the statewide developmental disabilities services system.

## **When will the assessment be done?**

The assessment will be administered at the time of enrollment and needs to be completed before the Individual Service Plan (ISP) can be finalized. The ODDP should be reviewed annually by the Service and Support Administrator (SSA) to ensure that the answers are still accurate. The ODDP can be redone anytime there is a significant change in an individual's abilities, needs, condition, or living arrangements. Your SSA can provide more information about this.

## **Who asks the ODDP questions?**

Only a person who has been trained and authorized by the DODD can complete this assessment and enter the information into the Department's online system, which calculates the score. Employees of County Boards or Councils of Government acting on behalf of the County Board will complete the ODDP. It is the responsibility of the County Board to complete the ODDP.

## **How will I be informed that this assessment will be done?**

Your SSA will contact you or your guardian, if you have one, or your parents if you are a minor. It is most important to have people that know you best to take part in the assessment. You can identify (tell your SSA) the persons who are most important to you to participate in the ODDP assessment.

## **What happens to my answers?**

Your SSA puts your answers into a computer program that is on a website, and then sends it to the DODD for scoring. The score links you to a funding range that will be available for your waiver services.

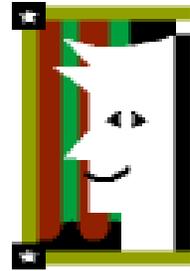
## **How is My Actual Dollar Amount for Services Determined?**

The development of the Individual Service Plan (ISP) and the resulting cost of the ISP services that are covered by the waiver is what determines the funding level.



## **What is the difference between a ‘funding range’ and an individual funding level?**

The ODDP dictates a range of funding within which your services must fall. The planning process determines the actual funding amount within that range, through your Individual Service Plan.



## **How were the funding ranges developed?**

The DODD used information from a statistically valid sample of people enrolled in the IO and other waivers, and analyzed the claims paid to provide services to these individuals.

## **Can I change my funding range? If so, how?**

No. Since your funding range was determined by your needs, as identified by the ODDP. The ODDP can be re-administered if there is a ‘significant change in your life circumstances’. Some examples of ‘significant changes in your life circumstances’ could result from ...

- ... A change in routine voluntary care being provided to you;
- ... A change in residential setting, including a change in number of persons living in the home where you share waiver services;
- ... A change in behavior issues; or,
- ... A change in medical conditions.

## **What if I don’t agree with the funding range to which I have been linked?**

First, make sure you and the people closest to you were able to and did provide input to the person who recorded the answers to the ODDP questions. Review the answers to the questions with that person, and discuss any issues or concerns you may have with how the questions were answered.

## **If I don’t agree with the funding range, or I don’t feel that my needs can be met within the funding range, what is the next step?**

While you cannot appeal the ODDP score that results in a funding range, you can appeal the type and amount of Medicaid-funded waiver services that the County Board proposes to include in your ISP. You or your guardian and County Board may ask the DODD to review and approve services that result in an individual funding level that exceeds the funding range established for you by the ODDP. This request is the first step of the *Prior Authorization* process to approve waiver services that result in an individual funding level that is higher than your assigned funding range.

This process will result in an approval of services by either the DODD or the Ohio Department of Job and Family Services (ODJFS), or in a denial of this request. In either instance, you will be given your *Appeal Rights*, which tell you how to ask for a hearing with someone (a ‘third party’) where you can talk about your concerns.

### **What is Prior Authorization?**

Prior Authorization allows a person to receive waiver services that result in an individual funding level above his/her funding range. An ODJFS rule (section 5103:3-41-12) in the Ohio Administrative Code (OAC) must be met to gain this approval. If you would like to read this rule, contact your County Board or your SSA.

(see link at <http://dodd.ohio.gov/medicaid/priorauth.htm>)

### **What about my day programs? Will they be included in my funding level within my funding range?**

No. They will be outside of this range at this time.

### **Can I get a copy of the ODDP?**

Yes. You can view a blank copy of this assessment tool on DODD's website at [www.dodd.ohio.gov/medicaid/oddp.htm](http://www.dodd.ohio.gov/medicaid/oddp.htm). Your County Board also can give you a copy of your own completed ODDP.

### **Can I find out the funding levels that correspond to the ODDP questions?**

Yes. Your County Board SSA can provide you with your score and the range your score places you in. Scores are based on mathematical equations and are reviewed by appropriate staff at the DODD.

### **Who will tell me what my score and funding are, based on my ODDP?**

Your County Board SSA should be able to tell you the cost for your waiver services.

### **If no one has helped me find roommates and there are no providers that will serve me based on my needs and funding range, will I have to move to another county that has a vacancy or provider?**

You first should find out if you meet the criteria for Prior Authorization. Meet with your service team to determine any options that may help you in transitioning to your range.

### **Am I entitled to the funding range in which the ODDP placed me?**

Your funding range is not an entitlement. The ODDP scored your range based on your needs. However, your needs are identified in your Individual Service Plan (ISP) based not only on your needs, but also on your circumstances. The ISP will place you in a funding level which may be different from the amount the ODDP scored. County Board staff will look at the most efficient way to meet those needs within their budgets.



This handbook is a publication of the

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