



**Access
Services**

strengthening communities



**How to Get Started
with ID/A Services**



ID/A services offered by Access Services are typically funded through Pennsylvania's ID/A waivers. If you already have a supports coordinator and a waiver slot, please ask your supports coordinator to send us a referral!

If you are looking for funding options through the Office of Developmental Programs (ODP):

Please note eligibility for intellectual disability services through ODP requires a diagnosis of an intellectual disability based on the results of objective standardized testing.

An **intellectual disability** is a permanent condition that affects a person's ability to learn and function in daily life that occurs during the developmental period. A diagnosis of an intellectual disability requires that both a person's general intelligence and ability to function in daily life are significantly below average. These two conditions may be present at birth or occur in the developmental period defined as prior to a person's 22nd birthday.

How to Apply for Intellectual Disability/Autism Services through Pennsylvania

1. Register for Services with your local County Office. For additional support, you can contact the PA ODP Customer Service Hotline at 1-888-565-9435.

Necessary documents:

- Proof of current address (required)
- Social Security Card
- Medicaid Card (if you have one)
- Birth certificate
- Psychological Evaluation with IQ score (you can ask if a school evaluation with the adaptive scale is acceptable). Other such documentation may be requested.

You must be notified within 30 days if you are eligible for ID/A services (Determination must be made by the County within 14 days of receipt of all required documents and information).

2. Apply for Medical Assistance (MA) with the County Assistance Office Medical Assistance Customer Service Center (1-877-895-8930). You will need the same documentation listed above.

The County Assistance Office must determine eligibility within 30 days of submission of your application.

3. Complete Application for the Medicaid Waiver and Service Delivery Preference with the assistance of your Supports Coordinator. You must be notified within 20 calendar days of submitting completed forms if you are eligible for services.

4. If a waiver opportunity is not available immediately, you will complete a Prioritization of Urgency of Need for Services (PUNS), which is a standard instrument to determine the urgency of each person's need for services. Based on your answers, you will be placed in one of three categories that defines the urgency of your support needs:

Emergency – in need of services immediately or within six months

Critical – in need of services within two years

Planning - in need of services within two to five years



Who Can I Contact for Help?

Intellectual and developmental disability services are administered through county Mental Health/Intellectual Disabilities (MH/ID) program offices. These offices serve as a referral source and most services are delivered by local agencies under contract with the county office. The county MH/ID office determines a person's eligibility for service funding and if found eligible, a person will receive a supports coordinator.

The supports coordinator will:


- Talk with you about what kinds of supports and services would be helpful.
- Offer you an opportunity to complete an application for the Medicaid Home and Community-Based Waiver Program.
- Enroll you in services that require completing applications.
- Help you develop your individual plan.
- Help you talk with individuals or agencies in the community that could support you.
- Coordinate and monitor supports and services.

The Department of Human Services, the Office of Development Programs toll-free Customer Service Line:
1-888-565-9435

Toll-Free TTY Number (Telephone for Hearing-Impaired Only): **1-866-388-1114**

Business hours: M-F, 8:30 a.m. to 4:00 p.m.

Please reach out to the county in which you reside.



**Imagine a world
accessible to everyone.**

**We believe in empowering
individuals' abilities and unlocking
their full potential. Disability does
not mean inability.**





Resources by County

Berks County

Berks County Mental Health/Developmental Disabilities
Berks County Services Center
633 Court Street, 8th Floor
Reading, PA 19601

Phone: (610) 478-3271

Fax: (610) 478-4980

Website: countyofberks.com



Bucks County

Dpt. of Behavioral Health/Developmental Programs
55 East Court Street, 4th Floor
Doylestown, PA 18901

Phone: (215) 444-2800

Fax: (215) 348-7822

Website: civicplus.com



Carbon County

Carbon-Monroe-Pike Mental Health & Developmental Services

724 Phillips Street and 732 Phillips Street
Stroudsburg, PA 18360-2224

Phone: (570) 421-2901

Fax: (570) 421-8295

Website: cmpmhds.org



Chester County

Chester County Mental Health/Intellectual and Developmental Disabilities Government Services Center

601 Westtown Road, Suite 340

P.O. Box 2747

West Chester, PA 19380-0991

Phone: (610) 344-6265

Fax: (610) 344-5997

Website: chesco.org



Delaware County

Delaware County Office of Intellectual and Developmental Disabilities/SCO Unit

20 South 69th Street, 4th Floor

Upper Darby, PA 19082

Phone: (610) 713-2400

Fax: (610) 713-2369

Website: delcohsa.org

IDD



Mental Health



Lehigh County

Lehigh County Office of Intellectual Disabilities and
Mental Health
17 South 7th Street
Allentown, PA 18101-2401

Intellectual Disabilities:

Phone: (782) 782-3126

Fax: (610) 820-3008

Mental Health:

Phone: (610) 782-3500

Fax: (610) 820-3689

Website: lehighcounty.org



Monroe County

Carbon-Monroe-Pike Mental Health & Developmental
Services
724 Phillips Street and 732 Phillips Street
Stroudsburg, PA 18360-2224

Phone: (570) 421-2901

Fax: (570) 421-8295

Website: cmpmhds.org



Montgomery County

Montgomery County Behavioral Health/Developmental
Disabilities Department
1430 Dekalb Street
P.O. Box 311
Norristown, PA 19404-0311

Phone: (610) 278-3642

Fax: (610) 278-3683

Website: montgomerycountypa.gov



Northampton County

Northampton County Human Services
2801 Emrick Blvd
Bethlehem, PA 18020-8015

Phone: (610) 974-7500
Fax: (610) 974-7596

Website: northamptoncounty.org



Pike County

Carbon-Monroe-Pike Mental Health & Developmental
Services
724 Phillips Street and 732 Phillips Street
Stroudsburg, PA 18360-2224

Phone: (570) 421-2901
Fax: (570) 421-8295

Website: cmpmhdr.org



Schuylkill County

Schuylkill County Mental Health/Developmental
Services
410 North Centre Street, Suite 2
Pottsville, PA 17901

Phone: (570) 621-2890
Fax: (570) 621-2893

Website: schuylkillcountypa.gov



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