



The steps below outline the process to apply to the Aged and Disabled waiting list.

## Complete your initial assessment

The Area Agency on Aging / Agency and Disability Resource Center will complete an initial assessment with you to determine whether you are eligible for the Aged and Disabled waiver.

## Do you meet basic criteria for the Aged and Disabled Waiver?

**YES:** If you meet the basic eligibility for the Aged and Disabled waiver, you will be offered the opportunity to go on the waiting list.

**NO:** If you do not meet basic criteria, you will be referred to other services.

## You are added to the Aged and Disabled Waiver waiting list

If you choose to go on the waiting list, the AAA/ADRC will add you to the list.

## You receive an Aged and Disabled waiting list placement letter

After you are added to the list, you will receive a letter formalizing your placement. You must keep your contact information current with the AAA/ADRC while on the list.

## Your name comes up on the waiting list and you receive an invitation letter

You will receive a formal letter in the mail and the AAA/ADRC will reach out to you to continue the process to access the Aged and Disabled Waiver services.

## Do you respond to the Aged and Disabled Waiver invitation letter?

The invitation letter will be sent to the address on file. You have 30 calendar days from the date of your invitation letter to respond to the AAA/ADRC by mail or verbally.

**YES:** A representative from the AAA/ADRC will contact you to set up a home visit.

**NO:** If you are non-responsive to the letter, you will be removed from the waiting list.

## Home visit for another assessment

A representative from the AAA/ADRC will contact you to set up a home visit to do a another assessment, which includes a new Level of Care assessment.